

*July 1, 36 to June 30, 39*

Form 60-11

# SECRETARY'S RECORD





STATE OF IOWA  
RECORDS OF THE SECRETARY  
of the

Lincoln Township SCHOOL DISTRICT

Scott COUNTY, IOWA

For the period beginning July 1, 1936, and ending June 30, 1939

FOR DISTRICTS MAINTAINING  
ELEMENTARY SCHOOLS ONLY  
1936 EDITION

Prepared by the Department of Public Instruction, in accordance with Sections 3832-e1 and 3832-e2, School Laws of Iowa

This book is the property of the district. Upon the completion of his term of office, the secretary should deliver to his successor this book, together with all other records, papers and funds.

RECEIPTS

WARRANTS

INSURANCE

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REPORT



# DUTIES OF THE SECRETARY

(Section numbers refer to the School Laws of Iowa, 1935 Edition)

The importance of the secretary's work cannot be over-estimated. It is his responsibility to keep an accurate, detailed, and complete record of the financial transactions of the board of directors, as well as a record of the minutes of each meeting. Other duties may be assigned to him by the board from time to time. Among his duties set forth in the laws of Iowa are:

1. Take the oath of office before assuming his duties.
2. Give bond to the school district and file it with the president (Sec. 4305).
3. File and preserve copies of all reports made to the county superintendent, and all papers transmitted to him pertaining to the business of the corporation (Sec. 4308-1).
4. Keep a complete record of all the proceedings of the meetings of the board and the voters of the corporation in separate books (Sec. 4308-2).
5. Keep an accurate, separate, account of each fund with the treasurer, charge him with all warrants and drafts drawn in his favor, and credit him with all orders drawn on each fund (Sec. 4308-3).
6. Keep an accurate account of all expenses incurred by the corporation, and present the same to the board for audit and payment (Sec. 4308-4).
7. Submit to the board for its approval at each meeting all bills and salary claims which have been paid since its last meeting before being specifically approved by it and enter in the minutes the action of the board upon each of these expenditures (Sec. 4239-g1).
8. Record at each school election, in a book provided for that purpose, the names of all persons voting thereat, the number of votes cast for each candidate, and for and against each proposition submitted (Sec. 4308-5).
9. If the district contains a city or town, file with the board a monthly statement of receipts, disbursements, and balances on hand (Sec. 4309).
10. Countersign warrants and drafts upon the county treasurer (Sec. 4310, 4308).
11. Draw and sign all orders upon the treasurer, which orders or warrants are to be signed also by the president. He shall keep a register of warrants issued (Sec. 4310).
12. Take the school census, except in school townships where it is taken by the sub-director (Sec. 4235, 4312).
13. Notify the county superintendent when each school is to begin and its length of term (Sec. 4313).
14. File an annual report with the county superintendent (Sec. 4313).
15. Report to the county superintendent, auditor and treasurer the names and addresses of the president, secretary and treasurer of the board, as soon as possible after their qualification (Sec. 4314).
16. Prepare and post or publish during the first week in July an annual itemized financial statement of receipts and disbursements. If there be no newspaper published in the district, a copy of this statement must also be filed with the county superintendent (Sec. 4242, 4242-b1).
17. Deliver tuition fees together with itemized statement to treasurer (Sec. 4277).
18. Certify to the county auditor the amount of tax-free land in the school district and by which branch of the government it is owned, also information concerning employees of the state or federal government who live on such land (Sec. 4283-e5).
19. File with the county auditor the annual budget estimate and tax levy (Sec. 383).
20. Collect tuition of non-residents (Sec. 4233-e1, 4274, 4277).
21. Receive warrants for state aid (Sec. 3904, 4186, 4335).
22. Prepare such reports as may be required from time to time (Sec. 3834).
23. Countersign all bonds issued by the board (Sec. 4407).

## SECRETARY'S BOND

The secretary is required by law to give a bond to the school district for such a sum as the board may require but not less than five hundred dollars (\$500.00). This bond, which is for the purpose of insuring the faithful performance of his duties, should be presented to the board for its approval at the time the secretary takes the oath of office, and should be filed with the president of the board. The law provides that the secretary's oath shall be indorsed upon his bond. The cost of the bond may be paid by the school district.

## MINUTES OF MEETINGS OF THE DIRECTORS

One of the important duties of the secretary is to keep a record of the meetings of the board of directors. The first record blanks in this book are for that purpose. In addition to the date of the meeting and the names of directors present, the record should list the reports presented, motions made with vote upon each, a list of the bills allowed, and the amount of each bill, and other matters considered. The secretary, or his substitute, should sign the minutes of each meeting. Further details relative to the secretary's minutes will be found in the school calendar supplied annually by the department of public instruction.

At the annual meeting held the first secular day of July, or at a special meeting held shortly thereafter, the board will take the necessary steps to prepare and file with the county auditor the annual certificate of taxes to be levied for collection the following calendar year. Blanks for this statement are supplied by the county auditor. A copy of the "Certificate of Taxes" (Iowa Official Form No. 630-B), which is sent to the county auditor by August 15 should be attached to the minutes of the meeting at which it has been approved. If attached with paste applied to the top edge of the back of the sheet, both sides of this certificate may be available for reference.

## FORMS INCLUDED

**Form S1—Cash Receipts**—in which the secretary is to indicate the amounts received by the district from the sources indicated and the funds to which these receipts are to be credited.

**Form S2—Warrant Register**—for the purpose of recording each warrant as issued, the fund upon which drawn, the amount, and the purposes for which each disbursement is to be made.

**Form S3—Insurance Record**—provides space for a record of insurance policies held by the district.

**Form S4—Bond Register**—to indicate the amount of outstanding bonded indebtedness, payments of interest, and retirement of each bond.

**Form S5—Tuition Payments**—to give information concerning pupils for whom the district is liable to pay tuition and also the amount of tuition which has been paid or is unpaid.

**Form S7—School Warrant (Order on Treasurer)**—for the use of the president and secretary in directing the treasurer to disburse funds of the district. After being properly filled out and recorded by the secretary, it is delivered to the payee. This form assumes that the treasurer has authorized the depository banks to pay warrants as received. If the treasurer does not give this authorization the warrant should not specify that it will be paid through a bank and Form S17, School Warrant, should be used in such instances. Sample copies of these forms will be supplied by the department of public instruction or they may be purchased in quantities from school supply houses.

**Monthly Financial Statement**—if the school district contains an independent city or town, the secretary is required by law (Sec. 4309) to present to the board each month a report of the transactions of the preceding month. Secretaries of such districts should follow Form S19 as outlined on pages 43-45 of Research Bulletin No. 15 of the department of public instruction entitled "Uniform Financial Accounting for Iowa Schools." Copies of this bulletin may be secured from your county superintendent.

## RECORDING RECEIPTS

At the time the secretary receives from any source funds belonging to the district he should issue a receipt and keep a stub or duplicate copy. Blanks for this purpose may be purchased from a local stationer or a school supply house. The receipt should have a serial number and include the date, person to whom issued, amount received, the obligation which is being discharged, and the signature of the secretary acting for the board of directors. Each item of receipt should be entered on Form S1, Cash Receipts, in the manner elsewhere described, and this entry should correspond with the receipt issued.

The secretary should in turn deliver to the treasurer all funds collected and take a receipt for the same. In the event money is delivered direct to the treasurer, the secretary should receive from the school treasurer a notice of the amount so received, the source and purpose of such income, and the fund to which it has been deposited. Following this the secretary should make a corresponding entry in his records.

## CLASSIFICATION OF RECEIPTS

In order to account properly for all money, secure uniformity of practice, and facilitate the preparation of the annual report, it is necessary that all items of income be not only entered in the proper fund, but also classified under each fund. According to law there are two funds recognized for all districts—general and schoolhouse. Receipts should be deposited into one of these funds on the following basis:

### Schoolhouse fund.

1. Collection of a tax authorized by the voters of a district.
2. Proceeds of the sale of bonds authorized by law.
3. Proceeds of a tax levied to pay principal and interest on bonded indebtedness.
4. Proceeds of a tax levied to purchase sites.

### General fund.

1. All other moneys received for any other purpose.

Note that in these records receipts are further divided into revenue receipts and non-revenue receipts depending upon their source. Revenue receipts are those coming from taxation, either directly or indirectly, or which do not result in increasing indebtedness or the depletion of school property. Receipts from loans and bond sales or the sale of property, equipment and supplies are classed as non-revenue. Transfers between funds, as provided for in Sections 387, 388, 4217 and 4241, of the School Laws, are non-revenue receipts.

RECEIPTS

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The disposition of receipts as indicated on Form S1 follows this outline:

#### General Fund

Revenue receipts.  
District tax, including special levies for transportation, tuition, and textbooks.  
Appropriations.  
Federal and state aid.  
Semi-annual apportionment.  
Tuition.  
Other Sources.

Non-revenue receipts.  
Sale of supplies.  
Other sources.

#### Schoolhouse Fund

Revenue receipts.  
Tax for bonds and interest (Sec. 4403).  
Other taxes.  
Special schoolhouse tax (Sec. 4217-7).  
Special sub-district tax (Sec. 4219).  
Special site levy (Sec. 4363).  
Special playground levy (Sec. 4435).

Non-revenue receipts.  
Sale of bonds.  
Other sources.

### MAKING AND RECORDING AN EXPENDITURE

The secretary can be of much assistance to the board of directors and save them considerable time by assembling in advance of a board meeting all the facts necessary to transact its business. This is particularly true with regard to the payment of bills. The following procedure should be followed:

1. The expenditure should have been authorized by the board or its official representative.
2. Secure an itemized statement or invoice of the items for which payment has been requested. If there be more than one invoice from the same party, they should be assembled together.
3. Ascertain if all goods have been received in good condition by the district and billed at the price previously quoted to the district.
4. Note the rate of discount and the date when the bill must be paid in order to secure the discount.
5. Present the invoice or statement to the board of directors for their consideration. If the board has a purchasing committee it should first be approved by them before presentation to the board.
6. If a warrant has been drawn before the expenditure has been audited by the board of directors, as authorized by Section 4239-g1, School Laws of Iowa, the bills which have been so paid should be submitted to the board for their consideration at the next meeting and the action of the board entered in the minutes of the meeting at which they were finally approved.
7. The minutes of the board of directors should show its approval for each expenditure.
8. If the board authorizes payment, prepare an order (warrant) upon the treasurer for the amount of the invoice, less any discounts to which you are entitled. In case two or more invoices from the same firm are paid at the same time, one warrant is sufficient, but the various purposes for which the warrant is drawn should be itemized on it. The left hand side or stub of the warrant should also be filled out.
9. Make an entry on Form S2, Warrant Register, as elsewhere described.
10. Countersign the warrant when it has been signed by the president.
11. Deliver warrant to party to whom the district is indebted.
12. Place on file a receipt or receipted invoice for each warrant drawn.
13. Preserve a file of warrants which the treasurer has paid and returned to the secretary.

### CLASSIFICATION OF EXPENDITURES

The records of a district should indicate not only the fund from which the expenditure is made but also the purpose of the expenditure. To meet this need the grouping found on Form S2 is made. These headings correspond with those used by the United States Office of Education and are also found in a majority of other states.

The secretary should become familiar with these classifications and whenever a warrant is issued and entered on the Warrant Register, he should be certain that the amount of the expenditure is placed in the proper column or columns. A statement of the meaning of each heading and the most commonly used items to be included in each column is included for your guidance:

#### GENERAL FUND

##### A. General Control.

This includes the "overhead" expenses of the board of education which have to do with the general management of the affairs of the district. Include under this heading—

1. Secretary's salary.
2. Cost of bonds for secretary and treasurer, and financial audit.
3. School election costs, including supplies, room rent, etc.
4. Records and supplies for secretary and treasurer, such as blank forms, postage, etc.

##### B. Instruction.

This refers to expenditures for actual teaching and the improvement of teaching. Include under this heading—

1. Salaries of supervisors, principals, and teachers.

2. Textbooks and library books purchased by the district, including cost of transportation of such books.
3. Supplies used in teaching, such as chalk, paper, paste, erasers, standard tests, pencils, supplies for manual training and home economics, newspapers and magazines, and similar items.

##### C. Auxiliary Agencies.

This refers to services which are closely connected with the work of a school. Include under this heading—

1. Transportation of pupils (Cost of additional busses should be included under capital outlay, and the replacement of old busses under maintenance).
2. Tuition, amounts paid to other districts.
3. Other items, such as lunches, playground supplies, etc.

##### D. Co-ordinate Activities.

This refers to activities which are in addition to the regular work of the school. Include under this heading expenditures for health services (nurse, dental service, physical examinations), compulsory attendance, etc.

##### E. Operation of Plant.

This refers to the cost of keeping the buildings open and usable. Include under this heading salaries of janitors, fuel, water, electricity, sweeping compound, brooms, dusters, floor oil, soap, paper cups, towels, toilet paper, cost of hauling fuel, etc.

##### F. Maintenance of Plant.

This refers to the cost of repairing and restoring school property to its original condition. Include under this heading both labor and materials for the repair of buildings, replacement of broken windows, painting and papering, repair of furnace, stove, plumbing, repair of broken furniture or equipment used in teaching, etc.

##### G. Fixed Charges.

This refers to expenditures which are a fixed or regular charge. Include under this heading the cost of insurance, rent, taxes, etc.

##### H. Capital Outlay.

This refers to expenditures for additional equipment, labor and materials for the alteration of old buildings, grounds, heating plants, etc. Note that capital outlay is also a part of the schoolhouse fund. These costs are to be included here only when paid for out of the general fund.

##### I. Debt Service.

This refers to interest on warrants drawn on the general fund.

##### J. Transfer to Schoolhouse Fund.

This refers to amounts transferred from the general fund to the schoolhouse fund, as provided in Section 4241, School Laws.

#### SCHOOLHOUSE FUND

##### K. Capital Outlay.

This refers to amounts paid out for projects which the voters of the district have previously authorized at an election. This includes the purchase of sites, erection of new buildings, furniture and equipment for new buildings, labor and materials for alteration of buildings, etc. If the voters of the district have authorized a special levy as provided in Section 4217-7, or the board has made a special levy for the purchase of sites, as provided in Section 4363, receipts and expenditures for such purposes should be separately accounted for.

##### L. Debt Service.

This refers to expenditures for the retiring of outstanding indebtedness. Include under this heading—

1. Bonds—payments on the principal of bonds.
2. Interest—on bonds and interest-bearing warrants.

##### M. Transfer to General Fund.

This refers to amounts transferred to the general fund, as provided in Section 4217-5.

#### CAPITAL OUTLAY FROM BOTH FUNDS

The term "Capital Outlay" refers to an expenditure which increases the amount of property owned by the district. Whether or not an expenditure for Capital Outlay as previously defined should be charged to the general fund or schoolhouse fund depends upon the authorization for the purchase. If the issuance of bonds, or a levy for a special purpose has been authorized by the voters of a district at an election, the expenditure for that purpose should be paid from the schoolhouse fund. If the purchase has been made by decision of the board of education alone, payment should be made from the general fund (unless the board has made a special levy for the purchase of sites, as provided in Section

4363, School Laws, in which case the following illustration may be purchased. If the voters erecting or equipping a building should be paid from the schoolhouse fund, the sale of bonds are deposited for a room or building desks should be paid from the

The term "Debt Service" refers to expenditures for service charges to be made against that fund. In other words, the fund as that upon which the warrant for \$75 which becomes the interest amounts to \$1.25 should be entered in column 3.

Payments upon interest warrants are to be recorded on Form S2.

#### Form S1—Cash Receipts.

All income of the school district should be recorded in the following columns for convenience. Information should be entered in the following columns:

Column 1—The date of receipt.

Column 2—The party to whom the receipt is given. If the name of the person or organization is not known, the name of the fund should be entered in this column.

Column 3—The purpose of the receipt. If the receipt is for a draft or check, the name of the school or district should be entered in this column.

Column 4—The number of the receipt.

Column 5—The total amount of the receipt.

Column 6—The total amount of the receipt, such as the total of the receipts from both funds.

Column 7—The amount of the receipt, the general fund, the schoolhouse fund, or from which the receipt was received.

Column 8—The amount of the receipt, and the amount of the receipt, of the county, school, district, or from which the receipt was received.

Column 9—The amount of the receipt, your school, for the payment of the receipt, included in the receipt, be the entire amount.

Column 10—The amount of the receipt, The nature of the receipt.

Column 11—The amount of the receipt, supplies, etc.

Column 12—For local use.

Column 13—The amount of the receipt, by the voters, refunds, or that it be paid from the fund.

Note—The sum of the receipts should be exactly equal to the sum of the disbursements.



4363, School Laws, in which case the purchase of such sites should be paid from the schoolhouse fund). The following illustration may be of value in making this distinction clear. Some new pupils' desks are purchased. If the voters of a district have authorized the issuance of bonds for the purpose of erecting or equipping a building and the desks purchased are to be used in this building, their cost should be paid from the schoolhouse fund and entered in Form S2, Column 22, since the proceeds of the sale of bonds are deposited in the schoolhouse fund. However, if a board finds that it needs more desks for a room or building and no bonds have been voted for this specific purpose, the cost of such desks should be paid from the general fund and charged to "Capital Outlay," Form S2, column 18.

#### DEBT SERVICE FROM BOTH FUNDS

The term "Debt Service" refers to the cost of retiring outstanding indebtedness. The only debt service charges to be made against the general fund are for the interest on outstanding warrants against that fund. In other words, the interest on an outstanding warrant is to be charged against the same fund as that upon which the secretary's warrant is written. To illustrate, a teacher is given a salary warrant for \$75 which becomes interest-bearing and when the warrant is finally paid by the treasurer, the interest amounts to \$1.25, making the total disbursement \$76.25. In this case the amount of \$75 should be entered in column 8 of Form S2 and \$1.25 in column 19 of Form S2.

Payments upon interest and principal of outstanding bonds, and also interest on schoolhouse fund warrants are to be recorded under the schoolhouse fund as "Debt Service" in columns 23 and 24 of Form S2.

#### USE OF RECORD FORMS

##### Form S1—Cash Receipts.

All income of the school district should be entered on this form. Note that the columns are numbered for convenience. Information concerning each item of receipt should be given as follows:

- Column 1—The date upon which the secretary receives an amount.
- Column 2—The party from whom the funds are received, such as "Treasurer of Iowa County," "State Comptroller," etc. If your district has territory in more than one county, the name of the county from which money is received should be part of the notation in this column.
- Column 3—The purpose for which the funds have been turned over to the district, as "Apportionment," "Standard School Aid, Hill School," etc. In case the amount received, such as a draft from the county treasurer, is to be divided between the general fund and the schoolhouse fund, the draft should indicate the amount to be placed in each fund and this division should be observed.
- Column 4—The number of the receipt the secretary issues when accepting funds.
- Column 5—The total amount received by the general fund.
- Column 6—The total amount received by the schoolhouse fund. Note that if a remittance, such as the receipt of tax proceeds from the county treasurer, is to be divided between both funds, the entire transaction may be entered on one line.

#### GENERAL FUND

- Column 7—The amount of tax received from the county treasurer, which is to be credited to the general fund. Receipts from special tax levies to pay for textbooks, transportation, and tuition of pupils should be included in this column. The name of the county from which received should be a part of the entry in column 2.
- Column 8—The amount received from the county treasurer, as the semi-annual apportionment, and the amount received from the state or federal government as aid. The name of the county from which received should be in Column 2. The kind of aid (standard school, mining camp school, consolidated school, etc.) should be part of the entry in Column 3.
- Column 9—The amount collected from other districts or parties for tuition of pupils attending your school. The proceeds of a special tax levy, as authorized by law (Sec. 4386-3), for the payment of tuition should not be entered in this column, but should be included in Column 7. The name of the district or individual paying the tuition should be the entry in Column 2.
- Column 10—The amount received from rent of buildings, interest on deposits, cash gifts or fees. The nature of the receipt should be entered in Column 3.
- Column 11—The amount received from the sale of any school supplies. The particular kind of supplies which have been sold should be indicated in Column 3.
- Column 12—For local use, where a special record is desired.
- Column 13—The amount received by transfer from the schoolhouse fund, which has been authorized by the voters of a district, as provided in Section 4217-5, from insurance adjustments, refunds, or the proceeds from the sale of property (unless the voters have directed that it be placed in the schoolhouse fund).

Note—The sum of the entries in Columns 7 to 13 inclusive, for any horizontal line must exactly equal the amount in Column 5.

#### SCHOOLHOUSE FUND

- Column 14—The amount received from district tax which has been levied to pay the interest on outstanding bonds or to retire part of the principal.
- Column 15—The amount received from a special levy of one mill by the board of directors, for the purchase of sites as provided in Section 4363, or a schoolhouse tax which has been approved by the voters of the district, as provided in Section 4217-7, or a special levy for playgrounds, as provided in Section 4435. The remittance from the county treasurer should specify the proceeds of the levy made and the special levy should be mentioned in Column 3.
- Column 16—The amount received from the sale of bonds of the district which have been authorized by the voters. The name of the party who purchased the bonds should be entered in Column 2. If the bonds sold were funding bonds (bonds issued to retire outstanding bonds) a statement of this fact should be given in Column 3.
- Column 17—For local use, where a special record is desired.
- Column 18—The amount received from transfer of a surplus from the general fund as provided in Section 4241, or sale of property which the voters have directed to be placed in the schoolhouse fund (Sec. 4217-2).
- Note—The sum of the entries in Columns 14 to 18 inclusive, for any horizontal line must exactly equal the amount in Column 6.
- Column 19—For notations or balances the secretary may choose to record.

##### Form S2—Warrant Register.

Whenever the secretary issues a warrant which has been signed by the president of the board, an entry should be made on this form. The secretary should determine how much of the total of each warrant should be placed under each of the headings of Columns 7 to 25 inclusive, and make the entries as indicated below.

- Column 1—The date upon which the warrant is written.
- Column 2—The number of the warrant.
- Column 3—The name of the party to whom the warrant is issued, such as "Globe Supply Company," "Sam Smith," etc.
- Column 4—The purpose of the expenditure, such as "Geography Maps," "Sweeping Compound," "Secretary's Salary," etc.
- Column 5—If the warrant is drawn upon the general fund, the total amount of the warrant should be entered here.
- Column 6—If the warrant is drawn upon the schoolhouse fund, the total amount of the warrant should be entered here.
- Columns 7 to 20—In these columns the total amount entered in Column 5 should be distributed. Refer to "Classification of Expenditures" General Fund, on second page for further details. For example, a payment to the secretary of \$12.50 from the general fund is authorized. Of this amount \$7.50 is for the salary of the secretary and \$5.00 is for sweeping compound, floor brushes, and floor oil. In Column 5 should be entered \$12.50, in Column 7 (General Control, see page 2) should be placed \$7.50, and in Column 15 (Operation of Plant, see page 2) should be placed \$5.00. Note that the sum of the entries in Columns 7 to 20 inclusive, should agree with the amount in Column 5. The column numbers after each item in the list of supplies should assist in placing expenditures in the proper column.
- Columns 21 to 25—In these columns the total amount entered in Column 6 should be distributed. Refer to "Classification of Expenditures" Schoolhouse Fund, page 2 for further details. For example, assume an expenditure of \$625 for the payment of principal and interest on bonds is authorized. Of this amount \$500 is to retire a bond and \$125 is to pay the interest on outstanding bonds. In Column 6 should be entered \$625, in Column 23 the amount of \$500 should be placed and \$125 in Column 24. Note that the sum of the entries in Columns 21 to 25 inclusive should agree with the amount in Column 6.

The secretary should retain in his file itemized invoices or receipts for all warrants drawn, and they should be filed in the same order as the warrants are issued.

##### Form S3—Insurance Record.

The purpose of this form is to have a record of the insurance policies which the board of directors has purchased. Its use is herewith indicated:

- Column 1—The building, property, or individuals upon whom the district is carrying insurance, as "Building, District No. 4," "Contents, Building No. 4," "Teachers," etc.
- Column 2—The type of protection covered, as "Fire," "Tornado," "Workmen's Compensation," etc.
- Column 3—The name of the company that issues the policy.
- Column 4—The name of the agent through whom the board purchased the insurance.
- Column 5—The number which the insurance company has placed on the policy.
- Column 6—The amount (in dollars) of insurance named in the policy.

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Form S4—Bond Register.

Since all of a series of bonds may not be retired during the time this book is used, this record form should be carefully preserved until all of the bonds listed herein are finally paid, or the record of unpaid bonds transferred to another book.

It is desirable that the secretary have a record which shows the names of pupils who are residents of the district and for whom the district is obliged to pay tuition and the amounts of tuition paid. This record will also show the names of pupils for whom tuition has not been paid and the amount of unpaid tuition. Entries on this form will be made as follows:

Column 2—The name of the pupil who has attended school in the other district.

Column 4—The number of months which the pupil has attended school in the district during the year indicated in Column 1.

Column 6—The total amount of tuition due for the time indicated in Column

Column 8—The amount of the warrant written in payment of tuition.

Columns 9 and 10—In the event that the entire payment of tuition is not made at one time, payments later than those reported in Columns 7 and 8 will be entered in these columns. Follow instructions given for Columns 7 and 8.

At the close of the school fiscal year, the secretary prepares and sends to the county superintendent an annual report which includes both attendance and financial data. The information on pupil attendance should be secured from the teachers' reports. The financial part will be taken from the secretary's records. Blanks for this report will be sent to you from the county superintendent's office.

Upon the preparation of the annual financial statement by the secretary, he should confer with the treasurer and note whether or not their records, and particularly their balances, agree. The secretary's balance in each fund should exactly agree with the treasurer's balance, if all warrants issued by the secretary have been paid. If there be a difference between the secretary's balance in any fund and the treasurer's balance for the same fund, the difference should be the total of the warrants which have not been paid.

According to law there will be an annual examination of the secretary's records by representatives of the state auditor. The examiners have indicated that the secretary should have in readiness for the audit the records contained in this book; and in addition the following materials:

- ## LISTS OF EQUIPMENT AND SUPPLIES

ment, whereas chalk, paper, or sweeping compound are considered supplies. The lists given below are not complete but include items which are purchased frequently. To secure uniformity of accounting they should be adhered to strictly.

Purchases of equipment are made either to replace worn out equipment, or to add to the amount on hand. If the equipment purchased is for replacement purposes, it should be charged to Maintenance, and the cost entered in Column 16 of Form S2. If its purchase means additional equipment, it should be charged to Capital Outlay, general fund, and the cost entered in Column 18 of Form S2, unless the purchase has been authorized by the voters of the district, in which instance the cost should be entered under Capital Outlay, schoolhouse fund, in Column 22 of Form S2.

Adding machine	Calipers	Display case	Grass shears	Letter press
Addressing Machine	Call bell	Ditto machine	Grindstone	Letter scales
Air gauge	Camera	Document case	Gymnasium equipment	Level
Air moistener	Can opener	Domestic science table		Library equipment
Air pump	Candelabrum	Door check	Hack saw frame	Lighting equipment
Anvil	Canvas	Door knob	Hall tree	Linoleum
Arm chair	Canvas curtain	Door mat	Hammer	Lock
Ash can	Card holder	Door opener	Hamper	Locker
Atlas	Card rack	Door screen	Handbag	Loops for pipes
Auger	Carpenter's bench	Door sign	Handle	
Auger bit	Carpenter's gauge	Drafting machine	Hatchet	Machine
Automobile jack	Carpenter's horse	Drawing board	Health scales	Magazine cover
Automobile horn	Carpenter's square	Drawing compass	Heating equipment	Magazine rack
Automobile jack	Carpet	Drawing instrument	Hektograph	Magnet
Awl	Carpet beater	Drawing pen	Hinge	Mail box
Awning	Carpet sweeper	Drawing table	Hitching post	Mail chute
Axe	Cart	Drill	Hitching strap	Mallet
	Carrying knife	Drinking fountain	Hoe	Mangle
Balance	Cash box	Dry measure	Horizontal bar	Manual training bench
Band saw	Cash register	Dumb bell	Horn	Map
Banner	Chafing dish	Duplicating machine	Horse	Mat, gymnasium
Barometer	Chain	Dust pan	Horse clippers	Mattress
Basin	Chair		Hose	Measure
Basket	Chair desk	Easel	Hose equipment	Mechanical drawing instrument
Basketball goal	Chair pad	Electric bell	Hourglass	Mechanical drawing table
Bathroom fixture	Chalk trough	Electric fan	Hydrant	Medicine cabinet
Battery	Chart	Electric fixture	Hydrometer	
Battery (storage)	Chart, printer	Encyclopaedia	Hygrometer	
Battery tester	Chisel			

Radio  
Radiometer  
Rake  
Rat trap  
Recitation seat  
Reducer  
Reel for hose  
Refrigerator  
Register, cash  
Reins  
Relief map  
Repair jack  
Retort, laborat  
Rotary duplica  
Rubber hose  
Rubbish burner  
Rubbish can  
Rug

Each of the items of Form S2 in which Expenditures, on second and in case the item may be an expenditure should be board, in which case they might be used in a under Instruction supplied should be given on the

- Absorbent cotton—10, 14
- Acid-forming fumes—7, 10
- Acetylene—15, 16
- Acid—10, 15, 16
- Adding machine supplies—10
- Adhesive cloth—7, 10
- Adhesive tape—10, 13, 14
- Alcohol—10, 14, 15
- Ammonia—10, 14, 15
- Anti-freeze solution—7, 11
- Apples—10, 13
- Application blank—7
- Apron—10, 13, 14, 15
- Art glass—10, 16
- Art gum—7, 10
- Asbestos—11, 16
- Asbestos tape and paste—16
- Athletic goods—13
- Attendance register—10
- Automobile tire—11
- Awards—10, 14

Badges—10, 14  
Bag, paper—7, 10, 13, 15  
burlap—10, 11, 15  
Baking powder—10, 13  
Ball, playground—10, 13  
Bandage—10, 14  
Barrel—15, 16  
Baseball—10, 13  
Basketball—10, 13  
Bat—10, 13  
Beads—10  
Beaverboard—10, 16, 18  
Belt dressing—15  
Belt lacing—15, 16



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REF 1



# Minutes of the Board of Directors

Date of Meeting July 1<sup>st</sup>  
Form 60-11 Secretary

1936

Members Present:

Absent Boege and Zabel

Business Transacted:

The regular meeting of the Board of Directors was held this day as provided by law. Meeting called to order by Pres. Herbert Schneekloth at 8:30 P.M.

Minutes of the last annual meeting were read by the Secretary and on motion duly seconded approved as read.

The chair appointed Directors Koch and Eckermann to check the books of Treasurer Zabel and Klindt and Bonnell to check books of the Secretary. Both committees reported the books OK to the best of their knowledge & belief.

Treasurer Zabel being called upon reported the financial condition of the School Twp. as follows:

General fund	
On hand July 1 - 1935	\$5500.08
Receipts during year	9256.97
Total receipts	\$14757.05
" disbursements	7159.12
Balance general fund	7597.33

School house fund	
On hand July 1 1935	\$537.93
Receipts during year	161.38
Disbursements none	\$699.31
\$8296.64 total balance	

On motion of Koch seconded by Eckermann all bills be allowed. carried.

Meeting proceed to vote for Secretary Bonnell and Johnson acting as tellers the result of the ballot be 6 votes for the present incumbent all votes cast where-upon the present incumbent was declared re-elected for the ensuing year. The vote for Treasurer was 6 votes for Walter Zabel all votes cast who was declared re-elected for the ensuing year. Both Secretary and Treasurer qualified by being sworn in by Director Herbert Schneekloth

On motion of Bonnell seconded by Eckermann that Treasurers report be accepted as read. carried

The following bills were presented

Leonard Schaff Ice Cream etc	\$5.50
Chas F Schnack Labor #487-16.26	
A.M. Blood Co Table etc	9.28
J.E. Baumgartner tuition	738.00
Farmer's Elev Co. Coal	81.67
Lloyd Baustian Bal due	3.43
Matt Parrott & Sons Co	5.10
Hugo W. Schneekloth day	104.00

Date of Meeting  
Form 60-11 Secretary

Members Present:

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Business Transacted

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# Minutes of the Board of Directors

Date of Meeting

July 1

1936

Page No 2

Form 60-11 Secretary HATT PARROTT & SONS CO., WATERLOO, IOWA C10706

Members Present:

On motion of Bonnell seconded by Klindt the Bond of Secretary was fixed at \$2000.00 and that of the Treasurer at \$1500.00

Business Transacted:

On motion of Bonnell seconded by Schaff that the Secretaries salary be fixed at \$100.00 per year carried

On motion of Bonnell seconded by Eckermann that we again have W.E. Herrick tune and go over all the finances except the one at No. 8 @ 2.25 each carried.

On motion of Bonnell seconded by Koch that in making out our budget estimate that we estimate a \$7000.00 tax levy for the general fund and that the date of the hearing be set at July 20<sup>th</sup> at 8 o'clock P.M. '36 at Dist No 4 carried

On motion of Bonnell seconded by Klindt that we ask the Farmers Elevator Co and Wiese Lumber Co both of Redridge Ia to submit bids on about 45 Ton of coal to be delivered to the various schools carried.

On motion of Eckermann seconded by Koch that schools start Aug 31<sup>st</sup> with Labor day, Thanksgiving, Christmas and New Year off as holidays carried

On motion of Koch seconded by Schaff that we allow teachers \$1.00 per day for Board and Lodging without any other salary in case school is closed carried

On motion of Bonnell seconded by Johnson that we allow the Stuck children to attend school at Dist No 6 at a total tuition of \$15.00 per year carried

On motion of Bonnell seconded by Klindt that Directors be empowered to clean school houses and grounds same to meet the approval of the P.S. carried

On motion of Bonnell seconded by Eckermann that we permit the Great Lakes Pipe Line Co. to trim trees at Dist. No. 7 carried.

There being no other business on motion the meeting adjourned at 11 o'clock P.M.

Wm. Schuekloth Secy

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# Minutes of the Board of Directors

Date of Meeting

July 20

1936

Form 60-11 Secretary

HARTMAN & SONS CO. WATERLOO, IOWA C10705

Members Present:

Herbert Schneekloth, Herman Boege, Grover Zabel, Edwin Johnson and Valentine Eckermann.

Business Transacted:

Meeting called to order by Pres. Herbert Schneekloth at 8:50 P.M. Minutes of the corresponding meeting 1935 read by Secretary and on motion approved as read.

Director Boege presented bill for \$2.20 supplies furnished at No. 5 which upon motion of Zabel seconded by Eckermann was allowed.

Bids for supplying the School Twp with about 44 Ton of coal were submitted by Wiese Lumber Co and the Farmers Elevator Co both of Eldridge, Ia after due consideration on motion of Zabel seconded by Eckermann that we purchase 44 Ton Primrose W. Va. from the Farmers Elevator Co same to be delivered to the various with the exception of No. 8 @ 8.95 per Ton carried.

On motion of Johnson seconded by Eckermann that the Central Trust and Savings Bank be designated as the depository Bank with a maximum deposit of \$12500.00 carried.

On motion of Zabel seconded by Johnson that we reconsider <sup>motion</sup> made by Bonnell seconded by Klindt ~~at~~ at a Board meeting July 12, 36 and that the Secretaries and Treasurers Bond be reduced to \$1000.00 each carried.

On motion of Eckermann seconded by Johnson that Bonds be secured through the Merchants Bonding Co Des Moines, Ia School Twp to pay premium of \$4.00 on Secretaries Bond and \$7.50 on Treasurers total \$11.50 carried.

This being the date set for <sup>public</sup> hearing on the Budget and there being no objections therefor on motion of Zabel seconded by Boege that budget be approved and a tax of \$7000.00 be levied for the General fund carried.

On motion of Johnson seconded by Zabel that Director Eckermann be authorized to have school house roof re-shingled at Dist. No 2 carried.

On motion of Eckermann seconded by Johnson that the President be empowered to order more floor oil when the present supply is used carried. There being no other business on motion the meeting adjourned at 10:30 P.M. Hugo W. Schneekloth Secy.

Date of Meeting

Form 60-11 Secretary

Members Present

Business Transacted

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Klatter  
Philomena  
Mrs Leonard  
John & Dorothy  
Klatter  
Fred & Dorothy  
Christian  
Grover J  
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Date of Meeting

Sept 16

## Minutes of the Board of Directors

1936

Form 60-11 Secretary HATT PARROTT &amp; SONS CO., WATERLOO, IOWA C10706

Members Present: Klindt, Eckermann, Koch, Bonnell, Boege, Johnson, Schaff & Schneekloth.

Business Transacted: Meeting called to order by Pres Schneekloth at 9:30 P.M. and asked

that a committee from Butler Twp headed by Mr. Teistroffer be heard.

Mr. Teistroffer explained that their local school had been closed for lack of enough pupils, and therefor they asked that 5 of their children be accepted as pupils at Dist. No. 6 of Lincoln Twp. after they plea had been heard and after due consideration by our Board upon motion of Bonnell seconded by Klindt that we defer action until the School Board of Butler Twp. could be heard from. Motion carried

The following Bills were presented for payment

Edwin Johnson	repairs	No 6	\$ 11.81
Walter Kluever	Cleaning School	No 6	8.80
Philomena & Violetta Raabe	" "	No 7	14.40
Mrs Leonard Schaff	Washing & Cleaning curtains	No 7	2.00
John & Dorothy Bonnell	Cleaning School	No 4	14.40
Walter Koch	Repairs	No 3	19.95
Fred & Dorothy Jegenheimer	Cleaning etc	" 3	25.20
Christian Ewald	Shingling	No 3	21.25
Grover Jabel	Roof	No 8	.37
Chas H Schnack	Material & Labor	No 5	175.17
East Day Fuel Co	Shingles	No 2	127.82
Mrs Herman Boege	Cleaning	No 5	7.45

On motion of Bonnell seconded by Schaff that the above bills be allowed  
motion carried

There being no other business on motion  
the meeting adjourned.  
Hugo W. Schneekloth  
Secy.

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# Minutes of the Board of Directors

Date of Meeting Special Dec. 29 1936 Dial No 5

Form 60-11 Secretary HATT PARROTT & SONS CO., WATERLOO, IOWA C10706

Members Present: Stindt, Eckermann, Bonnell, Boege, Johnson, Schneekloth

Business Transacted: Meeting called to order at 10<sup>45</sup> A.M. Pres. Herbert Schneekloth presiding. Minutes of the Sept. 16<sup>th</sup> 36 meeting read by Secretary and on motion duly seconded and adopted approved as read.

The purpose of the meeting being that furnace trouble had developed at No 5. Director Boege being called upon and explained that an explosion had taken place a few days ago and that he had called a meeting of the patrons of the district and that it was their opinion that this furnace was unsafe for children to be near and that a new heating plant should be installed.

After due consideration by the Board it was decided to call a representative of the Jas. H. Wiere Co of Eldridge, Ia as to price etc of a new heating plant.

While waiting for the JH Wiere representative the Board proceeded to pass on bill that had accumulated which were as follows.

Co. D. & M. T.C. Co.	Electric current 1937- No 2	\$ 15.30
A M Blood Co	Black board 2nd 2 Desk No 4	67.80
Jas. H. Wiere Co	Repairs & Labor to date	59.66
Farmers Elevator Co.	1 load cobs No 7	1.50
Wiere Lumber Co	Lumber " 6	1.29

On motion of Stindt seconded by Bonnell that the above bills be allowed and ordered paid carried.

On motion of Eckermann seconded by Johnson that we permit people living within the township to hold card parties in the various schools of the Township if same is agreeable to the patrons of the district carried.

On motion of Johnson seconded by Eckermann that directors be allowed \$2.00 for attending meetings limiting the number to 5 annually and the Secretary was instructed to take this matter up with the County Suft. and our State legislators that such laws be enacted at the next session of the legislature carried.



# Minutes of the Board of Directors

Date of Meeting Dec 29-36 Continued  
Form 60-11 Secretary MATT PARROTT & SONS CO., WATERLOO, IOWA 504706

Members Present:

Business Transacted:

Mr. Hugo Eckermann of Jas. H. Wiese Co. having arrived and after due consideration on motion of Bonnell seconded by Klindt that we install a Trunk Island heater No 223 at a cost of \$75.00 delivered and set up and Jas. H. Wiese Co. agree to remove old furnace to basement of School Dist. No 8 Carried.

There being no other business on motion duly seconded and adopted meeting adjourned, 10 P.M.

Hugo W. Schneckloth  
Treas.

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# Minutes of the Board of Directors

Date of Meeting

Mar 15

1937

Form 60-11 Secretary

HAY PARRISH & SONS CO., WATERLOO, IOWA C40706

Members Present:

Herbert Klindt, V.A. Eskermann, Walter Koch, B.S. Bonnell, Herman Boege, Edwin Johnson, Leonard Schaff, Grover Jabel and Herbert Schneckoik

Business Transacted:

Meeting called to order by Pres. Herbert Schneckoik at 1:30 P.M.

Minutes of the corresponding meeting of 1936 were read by the Secretary and on motion approved as read.

The following bills were presented for payment.

Eldridge Mutual Telephone Co	Batteries and Toll	\$ 1.02
Danversport High School	Tuition	996.75
Le Claire	"	101.25
A. M. Blood	les	1.89
Farmers Elevator Co		70.03
Edwin Johnson		9.33
B. S. Bonnell		1.15
Albert Schneckoik		3.08
Herbert Klindt		16.55
J.H. Wiene Co		119.75

After due consideration of the above bills on motion of Bonnell seconded by Schaff that bills be allowed and ordered paid motion carried

On motion of Koch seconded by Jabel that telephone at No 8 be sold at a price of not less than \$20.00 carried.

Pres. Schneckoik appointed the following committees  
Director Bonnell, Jabel and Koch to audit books of out going directors and Johnson and Boege to canvass votes cast for Director at Large.

The former reported as follows

Dist No 1	Due Director Klindt	\$ 16.55 ✓
" " 2	" V.A. Eskermann	25.06
" " 4	" B.S. Bonnell	1.15 ✓
" " 5	" Herman Boege	2.33

On motion of Schaff seconded by Johnson that bills not already approved be allowed and paid carried



Date of Meeting Mar 15  
 Form 60-11 Secretary HART PARROTT & SONS CO., WATERLOO, IOWA C40706

# Minutes of the Board of Directors

1927

Continued

Members Present:

Committee on votes cast for Director at Large reported as follows 18 votes cast.

Business Transacted:

L. G. Schnuckloch 4 votes  
 Herbert Schnuckloch 3 "  
 W. E. Jahr 2 "  
 Herbert Klindt 2 "  
 Harry Klindt 2 "  
 Walter Koch 1 "  
 Walter Zabel 1 "  
 B. S. Bonnell 1 "  
 A. B. Sawyer 1 "  
 Arthur Klindt 1 "

L. G. Schnuckloch having received the largest number of votes was declared elected for the ensuing year

On motion of Koch seconded by Bonnell that a vote of thanks be extended to our going Director and Treas. Herbert Schnuckloch motion carried unanimously

There being no other business on motion the old Board adjourned. Motion carried  
 Hugo W. Schnuckloch Secy.

The new Board of Directors consisting of H. B. Sawyer, W. E. Eckermann, Walter Koch, B. S. Bonnell, Herman Boege, Edwin Johnson, Leonard Schaff and Grover Zabel, (L. G. Schnuckloch Director at Large not present) proceeded to organize by being sworn in by Secretary Hugo W. Schnuckloch.

On motion of Eckermann seconded by Schaff that Walter Koch act as temporary chairman motion carried.

Board proceeded to ballot for President Directors Schaff and Johnson acting as tellers. The result of the ballot being as follows

Walter Koch 3 votes  
 L. G. Schnuckloch 2 "  
 B. S. Bonnell 1 "  
 Leonard Schaff 1 "  
 Grover Zabel 1 "

Walter Koch having received the largest number of votes was declared elected President of the Board and sworn in by Hugo W. Schnuckloch Secy.

Director at Large L. G. Schnuckloch having arrived was sworn in by Hugo W. Schnuckloch Secy.

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# Minutes of the Board of Directors

Date of Meeting

Mar 15

1927

Continued

Form 60-11 Secretary HATT PARROT & SONS CO., WATERLOO, IOWA C40700

Members Present:

Sub Districts

Business Transacted:

- Dist. No 1 map repairs \$15.00  
 No 2 Minor repairs no amount specified  
 " 3 Well needs pumping 25.00  
 " 4 Additional on faint job  
 " 5 1 Dead tree to be removed 200.00  
 " 6 School house needs paint and new toilets  
 " 7 Not any  
 " 8 Windows lights replaced.

Director Baer agreed to remove the dead tree at No. 5 free of any cost for the wood.

On motion of Sawyer seconded by Bonnell that Director Zabel be authorized to repair windows at No. 8

On motion of Schaaf seconded by Sawyer that the various amounts asked for by the Sub Districts be allowed carried.

The following Teachers were placed in nomination

- Dist. No 1 not any  
 " " 2 Elva Plambeck  
 " " 3 Marion Fellner  
 " " 4 Janet Zabel  
 " " 5 Miss Holland  
 " " 6 Celia Schneckloth  
 " " 7 Debra Schlofeldt

On motion of Eckermann seconded by Johnson that all teachers placed in nomination be approved carried

On motion of Bonnell seconded by Johnson that Director Sawyer be empowered to fill vacancy at No 1

On motion of Bonnell seconded by Eckermann that teachers salary for the ensuing year be fixed at \$75.00 per mo. for 1st grade and \$75.00 per mo. for 2nd grade

On motion duly seconded and adopted the meeting adjourned at 4:30 P. M. Hugo W. Schneckloth Secy.

Date of Meeting  
 Form 60-11 Secretary

Members Present

Business Transacted

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Date of Meeting

Form 60-11 Secretary

HAYT PARROTT &amp; SONS 601 WATERLOO, IOWA C40706

## Minutes of the Board of Directors

1937

Members Present:

Sawyer, Eckermann, Koch, Bonnell, Boege, Schaff &amp; L.G. Schmuckloth

Business Transacted:

The regular meeting was held this day as provided by law meeting called to order at 8:20 P.M. by Pres Koch who presided.

The chair appointed Directors L.G. Schmuckloth, Schaff and Bonnell a committee to audit books of Secy. & Treas. and Eckermann, Boege and Sawyer a committee to audit books of Treas. both committees reported books O.K. where upon motion of Sawyer seconded by Bonnell that both reports be accepted.

Treasurer Walter Zabel being called upon reported the financial condition of the School Twp. as follows.

General fund		School house fund	
On hand July 1 <sup>st</sup> , 1936	\$ 7597.33	On hand July 1- 36	699.31
Receipts during year	8326.40	Receipts for year	226.51
Total receipts	15923.73	No. Disbursements on hand	\$ 925.82
Disbursements for year	8080.71		
Balance on hand	\$ 7843.02		

On motion of Eckermann duly seconded and adopted Treasurer's report was accepted as read motion carried.

The following bills were presented that of Herbert Klindt for \$145.35 being money advanced on wiring and lighting job at Dist. No. 1.

On motion of Bonnell seconded by Eckermann that the entire bill be paid out of the school house fund. The amount mentioned including interest figured @ 4½% for 14 months motion carried.

Other bills presented were as follows:

Hawkeye Garage Iron bars at Dist No 7	3.53
Davenport School Dist. tuition	868.50
Lickline	40.50
Sheridan Twp. tuition Wanda Glanz	45.00
Zachlers Maps Dist No 1	9.83
Leonard Schaff	7.83

On motion of Bonnell seconded by Sawyer that bills be allowed excepting that of Zachlers and that same be held until map case is in working order carried.



# Minutes of the Board of Directors

Date of Meeting

July 1<sup>st</sup>

1937

Continued

Form 50-11 Secretary

MATT ARBOTT & SONS CO., WATERLOO, IOWA C40705

Members Present:

Business Transacted:

On motion of Sawyer seconded by Bonnell that we turn down offer of \$10.00 for telephone taken out of school at Sub D dist. No. 8. Carried. On motion of Sawyer seconded by Eckermann that the afore said telephone be, stored with the President of the Board at Sub Dist. No. 5 had accepted some other school therefor on motion of Sawyer seconded by Eckermann that we now accept Miss Hazel Hauser who had applied for this school. Carried.

Meeting proceed to ballot for Secy. & Treas. L. G. Schneckloth and B. B. Bonnell acting as tellers vote for Secretary was as follows 7 votes for Hugo W. Schneckloth all votes cast where upon he was declared re-elected for the ensuing year. Vote for Treasurer was 7 votes cast for Walter Zabel all votes cast where upon Mr Zabel was declared re-elected for the ensuing year. Both Secretary and Treasurer being sworn in by Pres. Walter Zabel.

On motion of Bonnell seconded by Sawyer that the Secretary and Treasurer be bonded in the sum of \$1,000.00 each and that the bonds be written by the Merchants Bonding Co. of Des Moines, Ia at a premium of \$11.50 total Carried.

On motion of Sawyer seconded by Bonnell that salaries be fixed as follows for the ensuing year Secy. 120.00 Carried 30.00 motion carried.

On motion of Bonnell seconded by Sawyer that W. E. Herrick be hired to tune pianos at all school excepting No. 8 at 2.25 each Carried.

On motion of Bonnell seconded by Schaff that Director Sawyer be authorized to repair fence at Dist. No. 1 Carried.

On motion of Bonnell duly seconded and adopted that we ask the Eldridge Coal Co. and Wiese Lbr. Co to submit bids on 45 ton coal to be delivered to the various schools in the Twp. Carried.



Date of Meeting

July 1, 27

Form 68-11 Secretary

HATT BARRETT & SONS CO., WATERLOO, IOWA C40706

1937

# Minutes of the Board of Directors

Continued

Members Present:

On motion of Schaff seconded by Boege that we levy a tax of \$7500.00 for the general fund. Carried

Business Transacted:

On motion of Sawyer seconded by Schuebloch that the hearing on the Budget estimate hearing be held at Dist. No. 4 July 22nd at 8 P.M.

On motion of Bonnell seconded by Sawyer that the Central Trust & Sav. Bank be named as the depository bank in the sum of \$12,500.00 carried.

On motion of Bonnell seconded by Sawyer that we receive bids for painting schools at Dist No 4 and 6 carried.

On motion of Bonnell duly seconded and adopted that schools start Sept. 6th and that we grant Labor day and Thanksgiving as holidays carried

On motion of Bonnell seconded by Sawyer that directors be empowered to hire help to clean school grounds.

On motion the meeting adjourned at 11<sup>35</sup> P.M.

Hugo W. Schuebloch  
Secy.



# Minutes of the Board of Directors

Date of Meeting

Form 68-11 Secretary

Members Present:

Sawyer, Eckermann, Koch, Bonnell & Boege

Business Transacted:

Meeting called to order by Pres. Koch at 8:50 P.M.  
This being the date set for hearing objections to the budget there being none therefor on motion duly seconded and adopted the budget was approved as posted.

Bids were opened to supply the school Truf. with 45 Ton Coal to be delivered to the various schools after due consideration on motion of Bonnell seconded by Sawyer that we accept the bid of the Hedridge Coal Co. of \$9.20 per ton for Primrose W. Vir coal carried

On motion of Eckermann seconded by Sawyer that J. N. Bonnell be given the contract of painting the school at Dist. No. 4 & 6 at a total cost of \$125.00 for both schools.

On motion of Bonnell seconded by Boege that the <sup>Scott</sup> Farm Bureau Service Co. bid of 15 gal floor oil at a total cost of \$9.00 be accepted carried.

On motion of Bonnell seconded by Sawyer that the bill of \$4.60 by the Scott Farm Bureau Service Co. for floor oil etc be ordered paid motion carried

On motion of Bonnell seconded by Sawyer that Horace Moelle be hired to deliver a load of crushed rock to Dist No 6 at a cost of \$1.60 per ton delivered carried.

On motion of Bonnell seconded by Eckermann that we hire B. D. Tice to clean toilets at Dist. No 2 & 6 at \$5.00 per toilet. carried.

On motion of Bonnell seconded by Sawyer that we make paper towels part of our regular supplies carried.

On motion the meeting adjourned at 10:15 P.M.

Hugo W. Schneckloth Secy



# Minutes of the Board of Directors

Date of Meeting Oct. 11  
 Form 60-11 Secretary WATT PARROTT & SONS CO., WATERLOO, IOWA C40708

1937

Members Present: Sawyer, Eckermann, Koch, Bonnell, Brege, Schaff, & Schuckloch

Business Transacted: Meeting called to order at 8<sup>15</sup> P.M. Pres. Koch presiding  
 Since the water after being tested proved to be unsafe for human use. therefor the matter of supplying water for the children at No. 3 was brought to the attention of the Board. Mr. Koch director at No. 3 stated that he had spoken to all the patrons of said dist. advising them that Mr. Baustian had consented to permit connecting onto his water system whereupon the patrons agreed to dig the ditch for the laying of the pipe free gratis.  
 Therefor upon motion of Sawyer seconded by Bonnell that we pipe water from the Fred Baustian place a distance of approximately 1000 ft. carried

On motion of Schaff seconded by Sawyer that Director Koch be authorized to supervise the laying the above mentioned pipe. carried.

Since the South roof at Dist. No. 1 appeared to be getting in bad state of repairs. Therefor upon motion of Eckermann seconded by Schaff that we re-shingle the South side of Dist. No. 1 with wooden shingle Mr. Ed Holland doing the work under the supervision of Director Sawyer carried.

On motion of Bonnell seconded by Sawyer that we let the school supply contract to Lloyd Baustian of Eldridge, Ia. carried.

The following bills were presented.

Erna Schultz supplies No. 1	\$1.04	Lois & Melva Schaff cleaning No. 7	\$16.80
Herbert Sawyer "	4.38	Edgar Auliff et al "	No. 5 12.40
Elise Kunkel Cleaning No. 3	12.00	Christian Ruedt repairs No. 1	4.32
Fred Jugenheimer " & Supplies No. 3	6.52		
John & Muelletta Bonnell cleaning No. 4	17.80		
Scott Farm Bureau Service Co. Mail No. 4	.52		
Baustians Store Desk Copies No. 5	3.03		
Eldridge Co. of Co. Cols & Posts 687	2.01		
Mrs Leonard Schaff washing shades No. 7	6.30		

On motion of Eckermann seconded by Bonnell that all bills be allowed. Carried

There being no other business on motion the meeting adjourned at 9<sup>25</sup> P.M.

Hugo W. Schuckloch Secy

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# Minutes of the Board of Directors

Date of Meeting

Mar. 21<sup>st</sup>

1938

Form 60-11 Secretary

WATKINS & SONS CO., WATERLOO, IOWA C40706

Members Present:

H. B. Sawyer, V. A. Eckermann, Walter Koch, B. A. Bonnell, Herman Boege, Edwin Johnson, Leonard Schaff, Grover Zabel and L. A. Schneckloth at large

Business Transacted:

Meeting called to order at 1:20 P. M. Pres. Walter Koch presiding. Minutes of the corresponding meeting read by the Secretary and after some corrections approved as read.

L. A. Schneckloth, Grover Zabel and Herman Boege appointed a committee to audit books of outgoing directors and reported as follows Dist No 1 due director \$27.98 No 5 \$1.16 No 6 due director \$22.33 on motion duly seconded and adopted committee's report be accepted and bills paid carried.

The following bills were presented

H. B. Sawyer due director	\$27.98
Herman Boege " "	1.16
Edwin Johnson " "	22.33
James A. Wiese Co Supplies No 7	8.78
School Dist. of Davenport tuition	1149.75
Ind. School dist. of La Crosse tuition	81.00
Grover Zabel repairs etc No 8	3.76
Albert Schneckloth Cleaning No 4	3.00
Edridge Co of Co Coal No 1 & 2	47.53
Wiese Lbr Co Shingles No 1	30.60

On motion of B. A. Bonnell seconded by V. A. Eckermann that all the above bill be allowed and paid motion carried.

Dist No 6 Having not had a meeting on the second Monday in March Mr. Edwin Johnson present director tendered his resignation as director at No. 6 which was accepted.

B. A. Bonnell Leonard Schaff and V. A. Eckermann appointed a committee to canvass vote for Director at large which resulted as follows

L. A. Schneckloth 25 votes, W. E. John 1 H. B. Sawyer and Leonard Schaff 1 L. A. Schneckloth having rec'd the largest number of votes was declared selected for the ensuing year.

There being no other business on motion of V. A. Eckermann duly seconded and adopted the old Board adjourned.

Hugo W. Schneckloth  
Secy.



# Minutes of the Board of Directors

1938

New Board

## Members Present:

Harold Eckermann, V.A. Eckermann, Walter Koch, B. D. Bonnell, Mrs C.C. Krambeck, Leonard Schaff, Grover Zabel and L.A. Schneekloth at large.

## Business Transacted:

The Board proceeded to organize by being sworn in by Secy Hugo W. Schneekloth. Walter Koch was appointed temporary Chairman where upon the meeting proceed to ballot for Pres. L.A. Schneekloth and Grover Zabel acting as tellers. The result of the ballot being as follows Walter Koch 7 votes and V.A. Eckermann 1 vote where upon Walter Koch was declared re-elected president for the ensuing year and was sworn in by Secretary Hugo W. Schneekloth.

The Secretary was instructed to contact Mr. Ben Stoker to fill vacancy caused by the resignation of E. Johnson. The following repairs were deemed necessary.

- Dist. No 1 Foundation spreading on North side not any  
" No 2 Ceiling and Walls painted Walls painted out \$40.00  
" No 3 Ceiling and Walls cleaned and painted No amt.  
" No 4 Inside painting  
" No 5 1 Dead tree to be removed Metal ceiling plaster on walls repaired walls painted Kalsomine floor repaired, locks repaired 2 new lengths of 7" stove pipe  
Dist No 6 Inside painting Electric lights  
" No 7 " " "  
" No 8 Not any

The following teachers were placed in nomination

- No 1 Elva Schults  
No 2 Irma Plambeck  
" 3 Dorothy Juergenheimer  
" 4 Janet Zabel  
" 5 Undecided Two applicants  
" 6 Celia Schneekloth  
" 7 Debra Schlotfeldt.

On motion of Bonnell seconded by V.A. Eckermann that the above applicants be approved carried.

The following wage was agreed upon for 1st Grade with Teaching experience and \$70.00 for 1st Grade without Teaching experience unless applicant has attended summer school in some Teachers college when they shall also be entitled to 75.00 per mo. on motion of Bonnell seconded by V.A. Eckermann motion carried.

There being no other business on motion the meeting adjourned at 4.00 P.M. Hugo W. Schneekloth Secy.

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# Minutes of the Board of Directors

Date of Meeting

April 11,

1935

Special meeting

Dist No. 4

Form 60-11 Secretary HATT PATRICK & SONS CO., WATERLOO, IOWA C40708

Members Present:

Harold Eckermann, U. A. Eckermann, Walter Koch, B. B. Bonnell  
Ben Litscher, Grover Zabel and L. A. Schneekloth.

Business Transacted:

Meeting called to order by Pres. Walter Koch at 8:30 P. M.  
B. B. Bonnell director at Dist. No. 4 presented his resignation as a member of the Board. Owing to some difficulties which had arisen in Dist. No. 4 through no fault of Mr. Bonnell and on advice of his Doctor who asked that Mr. Bonnell be relieved as a member of the Board. Therefor on motion of U. A. Eckermann seconded by G. Zabel that we accept Mr. Bonnells resignation motion carried.

Mr. Albert Schneekloth who had been previously contacted regarding the directorship in Dist. No. 4 was present where as on motion of G. Zabel seconded by U. A. Eckermann that Albert Schneekloth be appointed to fill the vacancy caused by the resignation of Mr. Bonnell motion carried.

Where upon Albert Schneekloth and Ben Litscher newly appointed director at Dist. No. 6 were sworn in by the Secretary.

There being no other business on motion of U. A. Eckermann seconded by G. Zabel that we adjourn motion carried Time 9:30 P. M.

Hugo W. Schneekloth  
Secretary



Date of Meeting

Form 60-11 Secretary

HATT PARSONS &amp; SONS CO., WATERLOO, IOWA C40706

## Minutes of the Board of Directors

1938

Regular Board meeting

Members Present:

Harold Eckermann, V. A. Eckermann, Walter Koch, Albert Schnuckloch, Mrs C C Steambeck, Ben Litscher, Leonard Schaff and L. A. Schnuckloch

Business Transacted:

Meeting called to order at 8:30 P M Pres Walter Koch presiding.

Minutes of the July 1st 1937 meeting read by the Secretary and on motion approved as read

The following bills were presented

Scott Farm Bureau Service Co.	amount of bill	53
C C Brown	Tuition	81.00
Lloyd Baustian	"	16.56
Central Trust & Sav. Bank	"	1.26
J. E. Baumgartner	"	940.50
V. A. Eckermann	"	19.30
Walter Koch	"	2.45
Celia S Schnuckloch	"	3.16
Merchants Bonding Co	"	11.50

On motion of Leonard Schaff seconded by V. A. Eckermann that all bills be allowed carried.

On motion of Albert Schnuckloch seconded by Ben Litscher Treasurer's report be accepted as read motion carried.

L. A. Schnuckloch V. A. Eckermann &amp; Albert Schnuckloch were appointed a committee to audit books of Secy &amp; Treas. who reported everything O.K.

Board proceed to vote for Secy &amp; Treas Harold Eckermann and Ben Litscher acting as Tellers. Vote for Secretary was 7 votes cast for Hugo W. Schnuckloch all votes cast where upon the present incumbent was declined reelected for the ensuing year. Vote for Treasurer was 7 votes cast for Walter Zabel all votes cast where upon the present incumbent was declined reelected for the ensuing year.

Both the Secretary and Treasurer were sworn in by Pres. Walter Koch. On motion of Leonard Schaff seconded by V. A. Eckermann that their bonds be extended

Treasurer Walter Zabel being called upon reported the financial condition of the Twp. as follows.

General fd. \$	School house fd
July 1-37 on hand 8515.78	July 1-37 on hand 114.62
Receipts for year 10064.35	Receipts 60.20
Disbursements 18580.13	Total 1201.20
on hand \$ 8321.10	Dis 145.38
Bal 10259.03	Bal 1055.82

Making a total of \$11314.85 of which \$887.94 was in restricted Bank

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# Minutes of the Board of Directors Continued

Date of Meeting July 1<sup>st</sup> 1938  
Form 60-11 Secretary HATT PAPER & SON, INC., WATERLOO, IOWA C40706

Members Present:

with the Merchants Bonding Co at \$1000<sup>00</sup> each at a premium \$11<sup>00</sup>  
motion carried.

Business Transacted:

On motion of Albert Schneekloth seconded by Ben Litscher that the salary of the Secretary be fixed at \$90<sup>00</sup> for the ensuing year and that of the Treasurer at \$30<sup>00</sup> for the ensuing year carried.

On motion of Leonard Schaff seconded by V. G. Eckermann that we levy a tax of \$7500<sup>00</sup> in the general fund and that we fix July 22 at 8 o'clock P. M. as the time for the budget hearing carried.

On motion of Albert Schneekloth seconded by V. G. Eckermann that we designate the Central Trust & Savings Bank of Edridge, Ia as the depository Bank with a maximum deposit of \$12500<sup>00</sup> motion carried.

The matter of redecorating schools in Sub Dist. No's 2-3-4-6 & 7 came up and the Secretary was instructed to call for bids from J. M. Bonnell and Henry Rock

On motion of Leonard Schaff seconded by Albert Schneekloth that the school grounds be cleaned by the Director at a cost not to exceed 40<sup>cts</sup> per hour carried.

Secretary was instructed to receive bids on 45 ton of coal to be delivered to the various schools from the Edridge Co. Co and Wiese Lbr Co both of Edridge, Ia.

On motion of V. G. Eckermann seconded by Ben Litscher that schools start Sept 5<sup>th</sup> carried.

On motion of Leonard Schaff seconded by V. G. Eckermann that we grant Labor day and Thanksgiving as holidays carried.

On motion of Albert Schneekloth seconded by Ben Litscher that Walter Rock be authorized to remove pump from well at Dist No. 3 and that the well be filled carried.

There being no other business on motion duly seconded and adopted the meeting adjourned at 11<sup>15</sup> P. M.

Hugo W. Schneekloth Secy.



Date of Meeting

Form 60-11 Secretary

MATT PARROT &amp; SONS CO. WATERLOO, IOWA C10706

## Minutes of the Board of Directors

1938

Special meeting

Members Present:

Walter Koch, Albert Schneckloth, Ben Litscher, Leonard Schaff and L.G. Schneckloth

Business Transacted:

Redecoration the schools in No. 2-3-4-6-7 for which bids had been asked resulted as follows Henry A. Koch \$75.00 for the labor or .50 <sup>its</sup> per hour C.E. Harrington \$25.00 for the labor the school Trup. in both cases to furnish the material after due consideration on motion of Albert Schneckloth seconded by Ben Litscher that we accept the bid of Henry A. Koch at \$75.00 for the 5 school with any additional work such as the wood work at Dist No 4 and outside painting at Dist No 3 at .50 its per hour. motion carried

Matter of Insurance came up and it was decided to increase the insurance on the schools including equipment \$3700.00 as follows on motion of Leonard Schaff seconded by L.G. Schneckloth duly carried

	Ins in force	Asked for on building	Asked for on equipment	Total asked for
Dist No 1	\$ 1300.00	\$ 1500.00	\$ 150.00	1650.00
" No 2	1700.00	2000.00	200.00	2200.00
" No 3	1200.00	1400.00	150.00	1550.00
" No 4	1500.00	2000.00	200.00	2200.00
" No 5	1200.00	1400.00	150.00	1550.00
" No 6	1400.00	1700.00	200.00	1900.00
" No 7	1400.00	1700.00	200.00	1900.00
" No. 8	1400.00	1700.00	150.00	1850.00
	<u>11100.00</u>	<u>13400.00</u>	<u>1400.00</u>	<u>14800.00</u>

There being no other business on motion of Leonard Schaff seconded by Ben Litscher the meeting adjourned.

Hugo W. Schneckloth

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# Minutes of the Board of Directors

Date of Meeting

July 22

1938

Form 60-11 Secretary

NAT. PARKETT & SONS CO. WATERLOO, IOWA C40700

Members Present:

V. A. Eckermann, Albert Schneckloth, Mrs. C. C. Krambeck, Ben Litcher and Leonard Schaff

8<sup>45</sup> Business Transacted:

Meeting called to order by the Secretary in the absence of Pres. Walter Koch. On motion of V. A. Eckermann seconded by Leonard Schaff Albert Schneckloth was appointed temporary chairman. so carried.

Budget estimate was submitted as posted there being no objections on motion of V. A. Eckermann seconded by Leonard Schaff that the Budget estimate be approved. motion carried.

Bids for approximately 45 Ton of coal to be delivered to the various schools were submitted by the W. L. Lbr. Co. and the Eldridge Coal Co. After due consideration on motion of V. A. Eckermann seconded by Ben Litcher the bid of the Eldridge Coal Co. of \$9.20 for West Virginia Primrose lump be accepted motion carried.

Since it appeared that the fainter had some difficulty in doing a decent job at schools in dist. No 2 and 4 and owing to the fact that some repair work had to be done at No 5 therefor on motion of Ben Litcher seconded by Leonard Schaff that where ever changes were necessary from the original contract that the same be made that the same be made with the Director of that particular district and the Pres of the Board acting as a committee approving of said change. and that for this additional work Henry Koch the fainter be paid at the rate of 50 cts per hour carried.

There being no other business on motion of Schaff seconded by Litcher the meeting adjourned. at 10<sup>30</sup>

Hugo W. Schneckloth



Members Present: Walter Koch, Albert Schneekloth, Leonard Schaff, Grover Zabel and L. A. Schneekloth

Business Transacted: Meeting called to order at 8<sup>45</sup> P.M. Pres. Walter Koch presiding County Supt. Harry W. Bange was present and addressed the Board members on some supplementary readers that he desired to introduce into the schools of Lincoln Twp. After some discussion on motion of Albert Schneekloth seconded by Leonard Schaff that we order these books through the County Supt.'s office at a cost of approximately \$75.00 plus transportation motion carried.

The following bills were presented

Gordon Vantine Co	14.16	Door and lock	No 6
Janet Zabel	9.50	Cleaning etc	No 4
Arthur Zabel	3.60	" "	No 4
Mrs. Leonard Schaff	24.70	" "	No 7
Albert Schneekloth	12.42	Repairs	No 4
Mrs Fred Jugenheimer	14.04	Cleaning	No 3
Fred Jugenheimer and			
Victor Koch	13.60	" "	No 3
Scott Farm Bureau Service Co	38.81	Paint	No 3

On motion of Grover Zabel duly seconded and adopted that all bills be allowed. Carried.

The matter of labor bills as presented by Chas F Schnack and Orey H Goettch for labor done at Dist. No. 5. In which Mr Schnack asked for .80 cts per hr and Mr Goettch for .65 cts per hr. was taken up. It was the opinion of the Board that these figures were too high therefore upon motion of Grover Zabel seconded by Albert Schneekloth that we reduce the figures of Mr Schnack to .70 cts per hr. and those of Mr Goettch to .50 cts per hr. and the Secretary was instructed to consult the afore said men of the change Carried.

There being no other business  
 On motion the meeting adjourned.

Hugo W. Schneekloth Secy.

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# Minutes of the Board of Directors

Date of Meeting Dec 5  
Form 60-11 Secretary MATT PARROTT & SONS CO., WATERLOO, IOWA C40706

1928

Members Present:

Harold Eckermann, V. A. Eckermann, Walter Koch, Albert Schneekloth  
Mrs C.C. Krambeck, Ben Litscher, and L. A. Schneekloth

Business Transacted:

A special meeting of the Board of Directors of the School Dist. Twp. of Lincoln was held this day with the above members present.

Meeting was called to order by Pres Walter Koch at 2<sup>15</sup> P.M.  
Minutes of the Sept. 16, 38 meeting were read by the Secy and on motion approved as read.  
The following bills were presented

Lloyd Baustian	Supplies, books etc to date	\$57.80
American Mutual Fire & Tornado Ins Assn	Additional Ins.	37.00
Jas. A. Moore Co	Repairs on furnace No 2	109.97
West Farm Bureau Service Co	Paint & floor oil	11.12
J. C. Perry Co	Curtains No 7	4.76
Christian Knudsen	Hanging door No 6	3.00
C. Jansen	Repairs on clock No 7	1.50
Mrs C.C. Krambeck	Cleaning school & grounds & painting No 5	32.63
Harold Eckermann	Cleaning grounds & supplies No 1	26.06
V. A. Eckermann	" " & supplies No 2	25.24

On motion of Albert Schneekloth seconded by Ben Litscher that the above bills be allowed and ordered paid cashed

The labor bill of Chas F Schnack for \$28<sup>40</sup> held over from last meeting was turned over to Pres Koch who was authorized to make the best settlement possible

There being no other business on motion the meeting adjourned at 3<sup>45</sup> P.M.

Hugo W. Schneekloth  
Secy.



Date of Meeting

Mar. 20

1929

Form 60-11 Secretary

MATT PARROTT &amp; SONS CO., WATERLOO, IOWA C40706

## Minutes of the Board of Directors

Members Present:

Harold Eckermann, V.A. Eckermann, Walter Koch, Albert Schneckloth, Mrs C.C. Krambeck, Ben Litscher, Leonard Schaff, Grover Zabel and L.A. Schneckloth at Large

Business Transacted:

Meeting called to order at 1:30 P.M. Pres. Walter Koch presiding  
Minutes of the corresponding meeting of 1938 were read by the Secretary and on motion approved as read

The chair appointed Ben Litscher, Grover Zabel and L.A. Schneckloth a committee to audit books of out going directors and V.A. Eckermann and Albert Schneckloth committee to canvass vote cast for Director at Large at the District meeting held Mar. 13, 39. The latter committee reported 21 votes cast for L.A. Schneckloth 2 for Herbert Sawyer 1 for Herbert Schneckloth and 1 for R.H. Kirby. L.A. Schneckloth the present incumbent having received the largest number of votes was declared reelected for the ensuing year.

The former committee reported as follows \$11.22 due Grover Zabel and .45 due Mrs. C.C. Krambeck where upon the following bills were presented.

Grover Zabel	Fence repairs etc	No 8	\$ 11.22
Mrs C.C. Krambeck	Bal due	No 5	.45
Dorothy Jagenheimer	Clock	No 3	2.75
Lloyd Baustian	Supplies	No 4	3.43
Kelbridge Coal Co	Coal & Cement	No 2	29.89
J.A. Whire Co	Furnace Grease	" 4	8.26
"	Paint etc	" 5	4.90
American Mut. Fire & Tornado Ins Assn	003 Assessment		44.40
Iowa Electric Co	Current	No 6	2.55
Ind. School School Dist of LeClaire	Tuition		121.50
School Dist City of Davenport	"		1044.00
Hugo W. Schneckloth	C.O.D. Grate Bar	No 6	4.15
			<u>1277.50</u>

On motion of Grover Zabel seconded by Ben Litscher that all bills be allowed and ordered paid motion carried.

There being no other business on motion the old Board adjourned

Hugo W. Schneckloth  
Secy.

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# Minutes of the Board of Directors

Date of Meeting

Mar 20

1937

Continued from preceding page

Form 60-11 Secretary

HATT PARROTT & SONS CO., WATERLOO, IOWA C10706

Members Present:

New Board (all members present)  
Harold Eckermann, V.A. Eckermann, Henry Kreiter, Walter Stult,  
Maynard Kitchen, Ben Litcher, Leonard Schaff, Grover Jabel and L.A. Schneidloth at Large  
Business Transacted: In the absence of a President meeting was called to order by the Secretary  
where-upon motion of Henry Kreiter seconded by Leonard Schaff that V.A. Eckermann  
be appointed temporary chairman motion carried

The Board then proceeded to organize by being sworn in by the Secretary.  
Nominations for President called for. Henry Kreiter nominated V.A. Eckermann  
V.A. Eckermann nominated Leonard Schaff On motion of Henry Kreiter duly  
seconded and adopted that nominations cease motion carried Where upon  
Board proceeded to ballot for President which resulted as follows V.A. Eckermann  
5 votes and Leonard Schaff 3 votes where upon V.A. Eckermann  
was declared elected and sworn in by the Secretary.

The following repairs were asked for by the various Sub Districts

- |           |  |                     |                    |
|-----------|--|---------------------|--------------------|
| Dist No 1 | Painted outside and inside   | Toilets repaired    | Walls on the north |
|           | Side of school house repaired.   | estimated           | \$125.00           |
| No. 2     | Screens  | "                   | 10.00              |
| " 3       | Not any  |                     |                    |
| " 4       | Sceptic tank repaired  | "                   | \$20.00            |
| " 5       | Numerous minor repairs. Well platform and pump to be repaired forth with |                     |                    |
|           | by Director Kitchen on motion of Schaff seconded by H. Eckermann         |                     |                    |
| No 6      | Not any  |                     |                    |
| " 7       | New fence  | Material less labor | \$70.00            |
| " 8       | Not any  |                     |                    |

On motion of Grover Jabel seconded by Ben Litcher that all these repairs  
were deemed necessary and taken care before the opening of the new school year ended

The following teachers were placed in nomination

- |            |                     |       |                   |
|------------|---------------------|-------|-------------------|
| Dist. No 1 | Not any             | No. 5 | Not any           |
| " " 2      | Irma Planabeck      | " 6   | Alma Baetke       |
| " " 3      | Not any             | " 7   | Della Schloifeldt |
| " " 4      | Dorothy Jugenheimer |       |                   |

On motion of Kreiter seconded by H. Eckermann that the Board approve teachers put  
in nomination carried.



# Minutes of the Board of Directors

Date of Meeting Mar 20  
 Form 60-11 Secretary MATT PARROTT & SONS CO., WATERLOO, IOWA C40706

1939

Continued

Members Present:

Business Transacted:

On motion of Zabel seconded by L. A. Schneckloth that directors be enforced to fill teaching vacancies where ever they existed same to meet approval of the President of the Board Carried.

On motion of L. A. Schneckloth seconded by Schaff that hence forth all light bills be paid out of the general fund and that Dist. No. 1 be reimbursed for money paid out for electric current during the school year beginning July 1, 38 Carried.

There being no other business meeting adjourned on motion duly seconded and adopted. time 4<sup>30</sup> P. M.

Hugo W. Schneckloth Secy.

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# CASH RECEIPTS

m 51—State Superintendent of Public Instruction  
m 60-11 (1) HATT PARROTT & SONS CO., WATERLOO, IOWA C40708

DATE 1936 1	FROM WHOM 2	PURPOSE 3	Our Receipt Number 4	TOTAL AMOUNT		District 7
				General Fund 5	School House Fund 6	
July 1	Balance on hand	Eldridge Trust & Savings Bank Restricted		1877.32	376.56	
July 16	Balance on hand			7597.33	699.31	159
July 16	State Comptroller	Standardized Dist No 2		2876		
July 16	"	" " " 4		3492		
Sept 16	"	" " " 7		2670		
Sept 16	Dist. No 7 Walter Zabel			77		
" 26	School Dist Insp. of Butler	Tuition Luventa Schmidt		4620		
Oct 28	Ben F Luetze Co. Treas. # 7646	General fund		3237.23		323
Dec 14	Ben F Luetze Co. Treas # 7698	" "		303.49		30
1937 "	" "	Semi Annual afft.		8635		
Mar 15	Walter Koch Toll No 3			110		
Apr 21	Ben F Luetze Co. Treas No 7756			3811.59	64.89	381
May 19	Ben F Luetze Co. Treas " 7844			8766	24	8
" "	" "	7844 Semi Annual afft.		157.00		
Dec 1936	Leonard Schaff			77		
Oct 17	Eldridge Trust & Sav. Bk 15% Div			252.28	80.69	
Apr 21	" " " 15% "			252.28	80.69	
				1592373	92592	743

Taken out  
Bank pay out

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# CASH RECEIPTS

GENERAL FUND							SCHOOL HOUSE FUND					
REVENUE RECEIPTS			NON-REVENUE RECEIPTS				REVENUE RECEIPTS		NON-REVENUE RECEIPTS			
District Tax 7	Appropriations 8	Tuition 9	Other Sources 10	Sale of Supplies 11	12	Other Sources 13	Tax for Bonds and Interest 14	Other Taxes 15	Sale of Bonds 16	17	Other Sources 18	19
656 730	759733					2876 3492 2670 77						36
		4620										
323723 30349			8635			60						
381159 8966							6489				24	
			15700			77						
			25228 25228								8069 8069	
743997		4620	74791			9232	6489				16162	

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## CASH RECEIPTS

Form 60-11 (1) MATT PARROTT & SONS CO., WATERLOO, IOWA C40708

Form 51—State Superintendent of Public Instruction			Form 60-11 (1) HATT PATRICK & SONS CO., WATERLOO, IOWA C40706		
DATE 1937 1	FROM WHOM 2	PURPOSE 3	Our Receipt Number 4	TOTAL AMOUNT	
				General Fund 5	School House Fund 6
July 1	Eldridge Trust & Savings Bank	Restricted		67276	21518
" 1	Balance on hand			784302	92582
" 2	State Comptroller	Standard Schools No 2		2747	
" 2	"	" " " 4		4226	
" 2	"	" " " 7		3592	
" 2	Butler Twp. School Dist.	Tuition		8921	
Aug 6	B. F. Luty Co. Treas # 7894			177971	
Oct 21	B. F. Luty Co. Treas # 44	District Tax 2895 <sup>83</sup> Delinquent 5932		295515	5956
Nov 11	Princeton Twp. School Dist.	Tuition		9233	
" 10	Sub Dist No. 7	Money turned in by disbanded Equity		77	
Dec 1	" No 7	Money collected in District		1906	
May 11	B. F. Luty Co. Treas. # 124	Dist tax		453450	
" 11	" " "	Semi annual afft. # 124		13345	
" 11	" " "	Delinquent		4751	
" 11	" " "	" " "			94
June 21	" " # 239	Current 78 <sup>76</sup> Delinquent 5931		13813	
" 25	" Duplicate # 256	Semi Annual afft		13345	
" 25	" " "	General fd		2667	
" 22	School Dist No 7			876	
				1790737	98602
					14538
					84064

Bank bal 10426.91

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10426.91



# CASH RECEIPTS

Year Ending June 30, 19\_\_

## GENERAL FUND

### REVENUE RECEIPTS

### NON-REVENUE RECEIPTS

District Tax  
7

Appropriations  
8

Tuition  
9

Other  
Sources  
10

Sale of  
Supplies  
11

12

Other  
Sources  
13

## SCHOOL HOUSE FUND

### REVENUE RECEIPTS

### NON-REVENUE RECEIPTS

Tax for Bonds  
and Interest  
14

Other  
Taxes  
15

Sale of  
Bonds  
16

17

Other Sources  
18

19

8921

9283

2747  
4226  
3592

77  
1906

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# CASH RECEIPTS

Form S1—State Superintendent of Public Instruction  
Form 60-11 (1) HATT PARROTT & SONS CO., WATERLOO, IOWA C40708

DATE	FROM WHOM	PURPOSE	Our Receipt Number	TOTAL AMOUNT	
				General Fund	School House Fund
1	2	3	4	5	6
July 1	Eldridge Trust & Savings Bank Restricted			67276	21518
" "	Balance on hand			784302	92512
" 2	State Comptroller	Standard Schools No 2		2747	
" 2	"	" " " 4		4226	
" 2	"	" " " 7		3592	
" 2	"	Tuition		8921	
" 2	Butler Truf. School Dist.			177971	
Aug 6	B. F. Luetze Co. Treas # 7894	District Tax 2895 <sup>83</sup> Delinquent 5932		295515	5936
Oct 21	B. F. Luetze Co. Treas # 44	Tuition		9233	
Nov 11	Princeton Truf. School Dist.	Money turned in by disbanded Equity		77	
" 10	Sub Dist No. 7	Money collected in District		1906	
Dec 1	" No 7	Dist tax		453450	
May 11	B. F. Luetze Co. Treas. # 124	Semi annual afft. # 124		13345	
" 11	"	Delinquent		4751	
" 11	"	"			94
June 21	" # 239	Current 78 <sup>76</sup> Delinquent 5931		13813	
" 25	Duplicate # 256	Semi Annual afft		13345	
" 25	"	General fd		2667	
" 22	School Dist No 7			876	97662
				1790737	14531
					84064

Bank bal 10426.91

Page Footings

Brought Forward

Carried Forward



# CASH RECEIPTS

Year Ending June 30, 19\_\_

GENERAL FUND							SCHOOL HOUSE FUND					
REVENUE RECEIPTS				NON-REVENUE RECEIPTS			REVENUE RECEIPTS		NON-REVENUE RECEIPTS			
District Tax 7	Appropriations 8	Tuition 9	Other Sources 10	Sale of Supplies 11	12	Other Source 13	Tax for Bonds and Interest 14	Other Taxes 15	Sale of Bonds 16	17	Other Sources 18	19
1518						2747						
2582						4226						
						3592						
		8921										
5926		9283										
						77						
						1906						
94												
602												
638												
0.64												

WARRANTS

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# CASH RECEIPT

Form S1—State Superintendent of Public Instruction  
Form 60-11 (1) HATT PARROTT & SONS CO., WATERLOO, IOWA C40706

DATE 1 1938	FROM WHOM 2	PURPOSE 3	Our Receipt Number 4	TOTAL AMOUNT	
				General Fund 5	School House Fund 6
July 1	Eldridge Trust & Savings Bank	Restricted		67276	2157
" 1	Central Trust & Sav. Bank	Balance on hand		958627	84064
" 5	School Dist. Twf. of Butler	Tuition		10410	
" 11	State Comptroller	Standard school No. 4		3612 ✓	
" 11	"	" No. 7		3400 ✓	
" 15	Princeton Twf. School Dist	Tuition		14130 ✓	
Sept 26	Walter Koch Dist. No 3	T. E. A. advance		10- ✓	
" 29	Credit Dist No 7 cash	Bonus for Della Schloifeldt		100- ✓	
Oct 19	B. F. Luetze Co. Treas No 271	District Tot		283115 ✓	
" 19	"	Semi annual afft.		9815 ✓	
	Eldridge Trust & Sav. Bank	final dividend		21228 ✓	
Dec 5	Walter Koch	Sale of furnace No 2 (junk)		50 ✓	
" 23	West View Grange No 2034	To offly on Light inst. Job Dist No 6		9922 ✓	
1939					
Mar 30	Treas of State	Bal of money Eldridge Tr & Sav. Bank Tie up		67566 ✓	
Apr 24	B. F. Luetze Co Treas. # 350	Dist tax 454290 Delinquent 924		455214 ✓	
" 24	"	Semi annual apportionment		13590 ✓	
May 23	B. F. Luetze Co Treas "money collected from closed banks"	General		9021 ✓	
Dec 10, 1938	School Dist. No 7	Program		2175	
" 10	Lincoln Twf Election Board light at falls			200	
Page Footings				1873075	20064
Brought Forward					
Carried Forward					



# CASH RECEIPTS

Year Ending June 30, 19\_\_

## GENERAL FUND

### REVENUE RECEIPTS

District Tax 7	Appropriations 8	Tuition 9	Other Sources 10
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### NON-REVENUE RECEIPTS

Sale of Supplies 11	12	Other Sources 13
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## SCHOOL HOUSE FUND

### REVENUE RECEIPTS

Tax for Bonds and Interest 14	Other Taxes 15
-------------------------------------	----------------------

### NON-REVENUE RECEIPTS

Sale of Bonds 16	17	Other Sources 18	19
------------------------	----	---------------------	----

		104 10			
	36 12				
	34 00				
		141 30			
			10 -		
2831 15					
	98 15				
				100 -	
				212 28	
				50	
			99 22		
				675 66	
4552 14					
	135 90				
90 21					
			21 75		
			200		

10050

747350 30417 24540 13297

WARRANTS

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# WARRANT REGISTER

Form 22 - State Superintendent of Public Instruction  
Form 22-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA 50603

Form 52 - State Superintendent of Public Instruction Form 56-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA 04708				TOTAL		GENERAL FUND					Trans- portation 11
DATE	Warrant No.	TO WHOM	FOR WHAT	General Fund 5	Schoolhouse Fund 6	General Control 7	Teachers' Salaries 8	Text Books 9	Supplies 10		
1926	2	3	4								
						Standardized No 7					5.50
July 2	232	Leonard Schaff	Closing day School expenses #7	550							
" 2	233	Chas F Schnack	Labor & material # 4 & 7	1626							
" 2	234	A.M. Blood Co	Equiptment No 4	928							
" 2	235	J.E. Baumgartner Secy	High school tuition	738-							
" 2	236	Farmers Elevator Co	Coal Dist 1-2-4-6 & 8	8167							
" 2	237	Lloyd Baustian	Supplies	343						343	
" 2	238	Matt Parrott & Sons Co	Secy & Treas books etc	510							
" 2	239	Hugo W. Schmelchok	Salary as Secy	104-							
	240	Herman Boege	Supplies items No 5	220						220	
	241	Merchants Mut Bonding Co	Secy and Treas Bond	1150							
Sept 1	242	Farmers Elev. Co	Coal & 1 post	38716							
" 1	243	W.E. Herriek	Tuning 7 pianos	1575							
" 16	244	Edwin Johnson	Repairs No 6	1181							
" 16	245	Walter Kluener	Cleaning School house #6	880							
" 16	246	Philomena & Violetta Trache	" " " No 7	1440							
" 16	247	Mrs Leonard Schaff	Cleaning curtains " 7	200							
" 16	248	John & Dorothy Bonnell	" School house No 4	1440							
" 16	249	Walter & Koch	Repairs etc No 3	1995							
" 16	250	Fred & Dorothy Jagenheimer	Cleaning etc No 3	2520							
" 16	251	Christian K. Ewald	Shingling No 2	2125							
" 16	252	Grover Zabel	Oil No 8	37							
" 16	253	Chas F. Schnack	Material & Labor No 5	17517							
" 16	254	East Dav. Fuel Co	Shingles No 2	12782							
" 16	255	Mrs Herman Boege	Cleaning School No 5	745							
" 18	256	" E. S. Dittmer	Teaching 3 wks No 3	4875						4875	
" 25	257	Elma Plambeck	" 1 mo " 1	70-						70-	
" 25	258	Elma & Plambeck	" 1 " " 2	70-						70-	
Page Footings				199722						18875	
Brought Forward											
Carried Forward											



# WARRANT REGISTER

Year Ending June 30, 19\_\_

	GENERAL FUND										SCHOOL HOUSE FUND				Transfer to General Fund 25
	AUXILIARY AGENCIES			Co-ordinate Activities 14	Operation of Plant 15	Maintenance of Plant 16	Fixed Charges 17	Capital Outlay 18	Debt Service 19	Transfer to Schoolhouse Fund 20	CAPITAL OUTLAY		DEBT SERVICE		
	Transporta- tion 11	Tuition 12	Other Items 13								New Buildings and Sites 21	Other Capital Outlay 22	Bonds 23	Interest 24	
ies															
50						1626									
						928									
						8167									
43						510									
						10400									
20						1150									
						38716									
						1575									
						1181									
						880									
						1440									
						200									
						1440									
						1995									
						2520									
						2125									
						37									
						17517									
						12782									
						745									
13						55295									
						39729									
						73800									
						10910									

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# WARRANT REGISTER

Form S2—State Superintendent of Public Instruction

Form 60-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA C40706

DATE	Warrant No.	TO WHOM	FOR WHAT	TOTAL		General Control	GENERAL FUND			Transportation
				General Fund	Schoolhouse Fund		Teachers' Salaries	Text Books	Supplies	
1936	2	3	4	5	6	7	8	9	10	11
Sept 25	259	Eleanor Van Evers	1 mo teaching No 5	70-			70-			
" 25	260	Elizabeth Bonnell	1 " " No 6	70-			70-			
" 25	261	Dorla Schlotfeldt	1 " " No 7	70-			70-			
" 25	262	Helen Plambeck	1 " " No 4	70-			70-			
" 25	263	Ed Truck	Transporting children #8	10-						
" 25	264	Marion Fellner	1 week teaching #3	1625			1625			10
" 29	265	National Circulating Co.	Child life magazine #7	300						
" 29	266	Berkley Cardy Co	Supplies No 5 & 6	862						
Oct 23	267	Elena Plambeck	1 mo teaching No. 1	70-			70-			
" 23	268	Irma G. Plambeck	" " " 2	70-			70-			
" 23	269	Marion Fellner	" " " 3	65-			65-			
" 23	270	Helen Plambeck	" " " 4	70-			70-			
" 23	271	Eleanor Van Evers	" " " 5	70-			70-			
" 23	272	Elizabeth Bonnell	" " " 6	70-			70-			
" 23	273	Dorla Schlotfeldt	" " " 7	70-			70-			
" 23	274	Mrs E. G. Welsmann	Drum No 7 Standard	780						
" 26	275	Ed Truck	Transporting children No 8	10-						
Nov 7	276	Zoeschlers	Desk copies	765						
" 7	277	Lloyd Baustian	" " Supplies	7825						
" 7	278	Henry C. Gotsch	Labor & supplies	900						
" 20	279	Elena Plambeck	One mo. teaching No 1	70-			70-			
" 20	280	Irma Plambeck	" " " less old age tax 2	68-			68-			
" 20	281	Marion Fellner	One mo. teaching 3	65-			65-			
" 20	282	Helen M. Plambeck	" " " less old age tax 4	6800			68-			
" 20	283	Eleanor Van Evers	" " " 5	70-			70-			
" 20	284	Elizabeth Bonnell	" " " less old age tax 6	68-			68-			
" 20	285	Dorla Schlotfeldt	" " " 7	68-			68-			
		Page Footings		7			68-			
		Brought Forward		139257			125825	4605	5777	20
		Carried Forward		199722			18875		1113	20
				338979			144700	4605	6890	



# WARRANT REGISTER

Year Ending June 30, 19\_\_\_\_

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# WARRANT REGISTER

Form 52—State Superintendent of Public Instruction

Form 69-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA C40706

DATE 1936	Warrant No.	TO WHOM	FOR WHAT	TOTAL		GENERAL FUND				Trans- fer
				General Fund	Schoolhouse Fund	General Control	Teachers' Salaries	Text Books	Supplies	
1	2	3	4	5	6	7	8	9	10	11
Nov 20	286	Leo Wegman State Treas	Old age assistance tax	8 -						
" 23	287	Ed T Rock	Transportation No 8	10 -						
" 30	288	Iowa Electric Co	Electric current 1937-No 4	1530						
Dec 1	289	Leo Wegman State Treas	Old age assistance tax penalty	40						
" 18	290	Eena Plambeck	One mo teaching No 1	70 -			70 -			
" 18	291	Irma G. Plambeck	" " " " 2	70 -			70 -			
" 18	292	Marion Fellner	" " " " 3	65 -			65 -			
" 18	293	Helen M. Plambeck	" " " " 4	70 -			70 -			
" 18	294	Eleanor Van Eevera	" " " " 5	70 -			70 -			
" 18	295	Elizabeth Bonnell	" " " " 6	70 -			70 -			
" 18	296	Dehla Schlaifeldt	" " " " 7	70 -			70 -			
" 18	297	Ed T Rock	Transportation No 8	10						
" 18	298	American Mut Fire & Tornado Ins Co	Premium on 8 policies	3330						
" 29	299	C.D. & M. T.E.T.C. Co.	Electric current 1937 at No 2	1530						
" 29	300	G. M. Blood Co	Blackboard & 2 seats No 4	6780						
" 29	301	Jas. H. Wiere Co	Taparo etc Dist. No 1-2-3-4-5	5966						
" 29	302	Farmers Elevator Co	1 load cobs	150						
" 29	303	Wiere Lumber Co	Lumber Dist No 6	129						
1937										
Jan 22	304	Eena Plambeck	One mo. teaching No 1	70 -			70 -			
" 22	305	Irma G. Plambeck	" " " " 2	70 -			70 -			
" 22	306	Marion Fellner	" " " " 3	65 -			65 -			
" 22	307	Helen M. Plambeck	" " " " 4	70 -			70 -			
" 22	308	Eleanor Van Eevera	" " " " 5	70 -			70 -			
" 22	309	Elizabeth Bonnell	" " " " 6	70 -			70 -			
" 22	310	Dehla Schlaifeldt	" " " " 7	70 -			70 -			
" 22	311	Ed T Rock	Transporting children 8 to 7	10 -			70 -			
Page Footings				120255			97000			
Brought Forward				338979			144700	4605	6890	
Carried Forward				459234			241700	4605	6890	



# WARRANT REGISTER

Year Ending June 30, 19\_\_\_\_

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# WARRANT REGISTER

Form S2—State Superintendent of Public Instruction

Form 60-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA C40706

DATE 1937	Warrant No.	TO WHOM	FOR WHAT	TOTAL		General Control	GENERAL FUND			Transpo tion
				General Fund	Schoolhouse Fund		Teachers' Salaries	Text Books	Supplies	
1	2	3	4	5	6	7	8	9	10	11
Jan 21	312	Ginn & Co	Books ordered by Bange	836				836		
" 21	313	Zaechlers	Desk Copies	686				686		
Feb 19	314	Elena Plambeck	One mo. teaching #1	70 -			70 -			
" 19	315	Irma & Plambeck	" " " #2	70 -			70 -			
" 19	316	Marion Fellner	" " " #3	65 -			65 -			
" 19	317	Helen M. Plambeck	" " " #4	70 -			70 -			
" 19	318	Eleanor Van Evera	" " " #5	70 -			70 -			
" 19	319	Elizabeth Bonnell	" " " #6	70 -			70 -			
" 19	320	Debra Schlofeldt	" " " #7	70 -			70 -			
" 19	321	Ed Rock	Transporting children #8	10 -						
" 19	322	Roger Van Evera adm.	Water rent #1	10						
Mar 1	323	G. Flanigan Co	Supplies No 7 Standard #1	1841	538.63				1841	
" 15	324	Eedridge Mnt Tel. Co	Supplies & toll	102						
" 15	325	J. E. Baumgartner Basy	High School tuition	996.75						
" 15	326	Jas H. Wiese Co	Heater & repairs	119.75						
" 15	327	Herbert Klindt	Supplies No 1 labor	1655					1655	
" 15	328	Eedridge Cooperative Co	Coal	7003						
" 15	329	G. M. Blood Co	Repairs #4	189						
" 15	330	Edwin Johnson	Labor etc No. 6	933						
" 15	331	B. B. Bonnell	Kindling & Supplies	115						
" 15	332	Albert Schneekloth	Cleaning School gals. #4	300						
" 15	333	V. G. Eckermann	" School house & yard #2	2506						
" 15	334	Herman Doerge	Bal due No 5 supplies	233					233	
" 19	335	Elena Plambeck	One mo. teaching #1	70 -			70 -			
" 19	336	Irma G. Plambeck	" " " #2	68 -			68 -			
" 19	337	Marion Fellner	" " " #3	65 -			65 -			
Page Footings				1988.49			688.00	1522	3729	
Brought Forward				4592.34			2417.00	4605	6890	
Carried Forward				6580.83			3105.00	6127	10619	



# WARRANT REGISTER

Year Ending June 30, 19\_\_\_\_

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# WARRANT REGISTER

Form S2—State Superintendent of Public Instruction

Form 60-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA C40706

DATE	Warrant No.	TO WHOM	FOR WHAT	TOTAL		GENERAL FUND				Transp tion
				General Fund	Schoolhouse Fund	General Control	Teachers' Salaries	Text Books	Supplies	
1937	1	2	3	5	6	7	8	9	10	11
Mar 19	338	Helen Plambeck	One mo. teaching #4	68-			68-			
" 19	339	Eleanor Van Evera	" " " #5	70-			70-			
" 19	340	Elizabeth Bonnell	" " " #6	68-			68-			
" 19	341	Della Schlotfeldt	" " " #7	68-			68-			
" 19	342	Ed Tock	Transporting children #8 to 7	10-						
" 19	343	Lep J. Wegman	Old age assistance tax	8-						
" 19	344	C. L. Brown	High School tuition Le Claire	10125						
Apr 16	345	Elena Plambeck	One mo. teaching No 1	70-			70-			
" 16	346	Irma G. Plambeck	" " " #2	70-			70-			
" 16	347	Marion Fellner	" " " #3	65-			65-			
" 16	348	Helen M. Plambeck	" " " #4	70-			70-			
" 16	349	Eleanor Van Evera	" " " #5	70-			70-			
" 16	350	Elizabeth Bonnell	" " " #6	70-			70-			
" 16	351	Della Schlotfeldt	" " " #7	70-			70-			
" 16	352	Ed Tock	Transportation No 8 to 7	10-						
" 16	353	Farmers Elevator Co	Coal No. 2-4-8 7	8875						
" 16	354	Wiese Lbr. Co	Lumber No 2, 523 No 7 #939	1472						
May 19	355	Elena Plambeck	One mo. teaching No 1	70-			70-			
" 19	356	Irma G. Plambeck	" " " No 2	70-			70-			
" 19	357	Helen M. Plambeck	" " " No 4	70-			70-			
" 19	358	Della Schlotfeldt	" " " " 7	70-			70-			
" 20	358	Marion Fellner	" " " " 3	65-			65-			
" 20	360	Edridge Co. of. Co	2540 lbs coal No 6	1316						
" 20	361	Ed Tock	Transportation No 8 to 7	10-						
" 27	362	Elizabeth Bonnell	One mo. teaching No 6	70-			70-			
" 29	363	Eleanor Van Evera	" " " " 5	70-			70-			
Page Footings				149988			124420			
Brought Forward				658083			310500	6127	10619	
Carried Forward				808071			434900	6127	10619	



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Year Ending June 30, 19\_\_\_\_

10	GENERAL FUND										SCHOOL HOUSE FUND				Transfer to General Fund 25
	AUXILIARY AGENCIES			Co-ordinate Activities 14	Operation of Plant 15	Maintenance of Plant 16	Fixed Charges 17	Capital Outlay 18	Debt Service 19	Transfer to Schoolhouse Fund 20	CAPITAL OUTLAY		DEBT SERVICE		
	Transportation 11	Tuition 12	Other Items 13								New Buildings and Sites 21	Other Capital Outlay 22	Bonds 23	Interest 24	
	10 -		8 -												
		101 25													
	10 -				88 75	14 72									
	10 -				13 16										
19	30 -	101 25	8 00		101 91	14 72									
19	60	1734 75	120 50	33 30	667 25	692 57									
19	90 00	1836 00	128 50	33 30	769 16	707 29									

INSURANCE

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REPORT



# WARRANT REGISTER

Form S2—State Superintendent of Public Instruction  
Form 60-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA C40705

DATE 1937	Warrant No.	TO WHOM	FOR WHAT	TOTAL		GENERAL FUND				Transp tion 11
				General Fund 5	Schoolhouse Fund 6	General Control 7	Teachers' Salaries 8	Text Books 9	Supplies 10	
July 1	364	Hawkeye Garage	Iron Bars No. 7	353		Standardized 207				
" 1	365	C.C. Brown Secy	High School Tuition	4050						
" 1	366	D. J. Clapp "	Tuition to Sheridan Hg.	4500						
" 1	367	J.E. Baumgartner Secy	High School Tuition	86850						
" 1	368	Leonard Schaff	Shuffles etc #7	783						
" 1	369	Hugo W. Schneckloth	Salary as Secy Part paid	104-						
" 1	370	Herbert Klindt	Electric lights etc. #1		14538					
" 1	371	Merchants Mut. Bonding Co	Secy & Treasurers Bonds	1150						
" 9	372	Helen Hamann	Textbook books No. 2	1887					1887	
" 12	373	Scott Farm Bureau Service Co	Oil etc	460						
" 21	374	T.W. Tice	Cleaning toilets No 2 & 6	20-						
Aug 11	375	Horace Mueller	Crushed rock No 6	1550						
" 20	376	Scott Farm Bureau Ser. Co	15 gal. floor oil	918						918
" 20	377	Kedridge Co. of Co.	Coal etc.	42853					42853	
Sept 13	378	Zoecklers	Map case Tax & Freight	983						
" 13	379	W.E. Herrick	Training 7 Prandles	1575						
" 17	380	J.N. Bonnell	Part payment on paint Contract	6250						
" 27	381	Iowa Electric Co.	Electric current No 7	1530						
Oct 1	382	Eena Schultz	1 mo teaching No 1	75-			75-			
" 1	383	Eena Plambeck	" " " 2	75-			75-			
" 1	384	Marion Fellner	" " " 3	75-			75-			
" 1	385	Janet Zabel	" " " 4	75-			75-			
" 1	386	Hazel Handman	" " " 5	70-			70-			
" 1	387	Helia L. Schneckloth	" " " 6	70-			70-			
" 1	388	Debra Schlotfeldt	" " " 7	75-			75-			
" 1	389	Ed T Cook	Transportation No 8 to 7	10-						
" 11	390	Hugo W. Schneckloth	Sal due as Secy 6 <sup>th</sup> order book 77	677						
Page Footings				221269	14538		51500	1887	43848	77
Brought Forward										
Carried Forward										



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Year Ending June 30, 19\_\_

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# WARRANT REGISTER

Form S2—State Superintendent of Public Instruction  
Form 60-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA C40706

DATE	Warrant No.	TO WHOM	FOR WHAT	TOTAL		General Control	GENERAL FUND			Trans- tation
				General Fund	Schoolhouse Fund		Teachers' Salaries	Text Books	Supplies	
1937	2	3	4	5	6	7	8	9	10	11
Oct 11	391	Elna Schultz	Supplies No 1	104						
" 11	392	Herbert Sawyer	" No 1	438						
" 11	393	Elsie Kuehl	Cleaning No 3	1200						
" 11	394	Ferd Jugenheimer	" No 3 Supplies No 3	632						
" 11	395	John & Henrietta Bonnell	" No 4	1780						
" 11	396	Scott Farm Bureau Service Co	K oil	52						
" 11	397	Baustians Store	Desk copies	303						
" 11	398	J. W. Bonnell	Bal on paint contract	6250						
" 11	399	Hedridge Coal Co	Coal & Posts No 697	201						
" 11	400	Mrs Leonard Schaff	Washing etc No 7	630						
" 11	401	Lois & Melva Schaff	Cleaning No 7	1680						
" 11	402	Edgar Auliff et al	Cleaning etc	1240						
" 11	403	Christian Ewaldt	Repairs No 1	432						
" 29	404	Elna Schultz	One mo. teaching No. 1	75-			75-			
" 29	405	Elna Plambeck	" " " 2	75-			75-			
" 29	406	Marion Fellner	" " " 3	75-			75-			
" 29	407	Janet Zabel	" " " 4	75-			75-			
" 29	408	Hazel Hansen	" " " 5	70-			70-			
" 29	409	Helia L. Schneckloth	" " " 6	70-			70-			
" 29	410	Dehla Schlotfeldt	" " " 7	75-			75-			
" 29	411	Ed Tuck	Transportation No 8 to 7	10-						
" 28	412	John Vague for Wallaces Farmer	& Subscriptions for 10 yrs to Wallaces Farmer	32-						
" 29	413	Sears Roebuck & Co	Supplies no 7	1750						
" 29	414	Garden City Educational Co	" No 7	555						
Nov 23	415	A. H. Holland	Shingling No 1	1850						
Page Footings				748 17						
Brought Forward				221269	14538		51500	303	2899	
Carried Forward				296086	14538		51500	1887	43845	
							103000	2190	46745	



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Year Ending June 30, 19\_\_\_\_

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# WARRANT REGISTER

Form S2—State Superintendent of Public Instruction

Form 60-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA C40706

DATE	Warrant No.	TO WHOM	FOR WHAT	TOTAL		GENERAL FUND			Transportation
				General Fund	Schoolhouse Fund	General Control	Teachers' Salaries	Text Books	
1937	2	3	4	5	6	7	8	9	10
Nov 26	416	Elna Schultz	One mo. Teaching	75-			75-		
" 26	417	Elna Plambeck	" " "	75-			75-		
" 26	418	Marion Fellner	" " "	75-			75-		
" 26	419	Janet Zabel	" " "	75-			75-		
" 26	420	Hazel Hansen	" " "	70-			70-		
" 26	421	Ellis L. Schneekloth	" " "	70-			70-		
" 26	422	Dehla Schloifeldt	" " "	75-			75-		
" 26	423	Ed Rock	Transportation No 8 to 7	10-					10
" 26	424	Bauntians Store	Desk Copies No 6	594				594	
" 26	425	Zacklers	Maps etc No 7	37 74					
Dec 8	426	Mrs Walter Zabel	Curtains No 4	532					
" 8	427	Iowa Electric Co	Electric current No 4	1530					
" 20	428	Lloyd Bauntians	School Supplies	77 60					77 60
" 24	429	Elna Schultz	One mo. teaching No 1	75 00			75 00		
" 24	430	Elna Plambeck	" " " " 2	75 00			75 00		
" 24	431	Marion Fellner	" " " " 3	75 00			75 00		
" 24	432	Janet Zabel	" " " " 4	75 00			75 00		
" 24	433	Hazel Hansen	" " " " 5	70 00			70 00		
" 24	434	Ellis L. Schneekloth	" " " " 6	70 00			70 00		
" 24	435	Dehla Schloifeldt	" " " " 7	75 00			75 00		
" 24	436	Ed Rock	Transportation No 8 to No 7	10 00					10
" 24	437	Zacklers	Desk Copies No 2	391				391	
" 27	438	R. D. & M. T. R. Co.	Electric current No 2	1530					
Jan 1938	439	Janet Zabel	First Aid Supplies	277					277
" 28	440	Elna Schultz	One mo teaching No. 1	75 00			75 00		
" 28	441	Elna Plambeck	" " " " 2	75 00			75 00		
Page Footings				136388			1180 00	985	80 35
Brought Forward				296086	14538		1030 00	2190	467 40
Carried Forward				432474	14538		2210 00	3175	547 75



# WARRANT REGISTER

Year Ending June 30, 19\_\_\_\_

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# WARRANT REGISTER

Form S2—State Superintendent of Public Instruction  
Form 60-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA C40706

DATE 1938 1	Warrant No. 2	TO WHOM 3	FOR WHAT 4	TOTAL		General Control 7	GENERAL FUND	
				General Fund 5	Schoolhouse Fund 6		Teachers' Salaries 8	Text Books 9
Jan 28	442	Marion Fellner	One mo. teaching No 3	75 <sup>00</sup>			75 <sup>00</sup>	
" 28	443	Janet Zabel	" " " " 4	75 <sup>00</sup>			75 <sup>00</sup>	
" 28	444	Hazel Hansen	" " " " 5	70 <sup>-</sup>			70 <sup>00</sup>	
" 28	445	Celia L. Schneckloth	" " " " 6	70 <sup>-</sup>			70 <sup>-</sup>	
" 28	446	Della Schloifeldt	" " " " 7	75 <sup>00</sup>			75 <sup>00</sup>	
" 28	447	Ed Tack	Transporting Children No 7 to 7	10 <sup>-</sup>				
" 28	448	Gas H Wiere Co	Repairs No 1-2-3-4 & 5	120 <sup>47</sup>				
Feb 25	449	Elna Schultz	One mo teaching No 1	75 <sup>-</sup>			75 <sup>-</sup>	
" 25	450	Elna Plambeck	" " " " No 2	75 <sup>-</sup>			75 <sup>-</sup>	
" 25	451	Marion Fellner	" " " " 3	75 <sup>-</sup>			75 <sup>-</sup>	
" 25	452	Janet Zabel	" " " " 4	75 <sup>-</sup>			75 <sup>-</sup>	
" 25	453	Hazel Hansen	" " " " 5	70 <sup>-</sup>			70 <sup>-</sup>	
" 25	454	Celia L. Schneckloth	" " " " 6	70 <sup>-</sup>			70 <sup>-</sup>	
" 25	455	Della Schloifeldt	" " " " 7	75 <sup>-</sup>			75 <sup>-</sup>	
" 25	456	Ed Tack	Transporting children No 8 to 7	10 <sup>-</sup>				
Mar 17	457	B. A. Bonnell	Playground Knight No 4	25 <sup>00</sup>			880 <sup>-</sup>	
" 21	458	Edwin Johnson	Ball due Cleaning etc No 6	22 <sup>33</sup>				
" 21	459	Herman Boege	Ball due supplies No 5	11 <sup>6</sup>				
" 21	460	H. B. Sawyer	" " Cleaning etc No 1	27 <sup>98</sup>				
" 21	461	Wiere Lbr. Co	Shingles No 1	30 <sup>60</sup>				
" 21	462	Eedridge Co. & Co	Coal No 1 and No 2	47 <sup>53</sup>				
" 21	463	Albert Schneckloth	Cleaning School gids. No 4	3 <sup>00</sup>				
" 21	464	Grover Zabel	Repairs No 8	37 <sup>6</sup>				
" 21	465	C.C. Brown Secy	Ind School Dist. Le Claire Ia	81 <sup>-</sup>				
" 21	466	J. E. Baumgartner Secy	" " " Davenport, Ia	1149 <sup>75</sup>				
" 21	467	Gas H Wiere Co	Hardware No 7	87 <sup>8</sup>				
Page Footings				2421 <sup>36</sup>			880	
Brought Forward				4324 <sup>74</sup>	145 <sup>38</sup>		2210 <sup>-</sup>	3175 <sup>5478</sup>
Carried Forward				6746 <sup>10</sup>	145 <sup>38</sup>		3090	3175 <sup>5490</sup>



# WARRANT REGISTER

Year Ending June 30, 19\_\_

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**INSURANCE**

## FONDS

TUITION

REPORT



# WARRANT REGISTER

Form S2—State Superintendent of Public Instruction  
Form 60-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA C40700

DATE 1 1938	Warrant No. 2	TO WHOM 3	FOR WHAT 4	TOTAL		GENERAL FUND			Transportation 11
				General Fund 5	Schoolhouse Fund 6	General Control 7	Teachers' Salaries 8	Text Books 9	
Mar 25	468	Elena Schultz	One mo. Teaching No 1	75 00			75 00		
" 25	469	Elena Plambeck	" " " No 2	75 00			75 00		
" 25	470	Marion Fellner	" " " No 3	75 00			75 00		
" 25	471	Janet Zabel	" " " No 4	75 -			75 00		
" 25	472	Hazel Hansen	" " " No 5	70 -			70 -		
" 25	473	Helia L. Schneckloth	" " " No 6	70 -			70 -		
" 25	474	Dekla Schloifeldt	" " " No 7	75 -			75 -		
" 25	475	Ed Rock	Transportation No 8 to No 7	10 -					10 -
Apr 22	476	Elena Schultz	One mo. Teaching No 1	75 00			75 00		
" 22	477	Elena Plambeck	" " " No 2	75 -			75 -		
" 22	478	Marion Fellner	" " " " 3	75 -			75 -		
" 22	479	Janet Zabel	" " " " 4	75 -			75 -		
" 22	480	Hazel Hansen	" " " " 5	70 -			70 -		
" 22	481	Helia L. Schneckloth	" " " " 6	70 -			70 -		
" 22	482	Dekla Schloifeldt	" " " " 7	75 -			75 -		
" 22	483	Ed Rock	Transporting children No 8 to 7	10 -					10 -
May 21	484	Janet Zabel	One mo. Teaching No 4	75 -			75 -		
" 21	485	Helia L. Schneckloth	" " " " 6	70 -			70 -		
" 23	486	Dekla Schloifeldt	" " " " 7	75 -			75 -		
" 23	487	Elena Schultz	" " " " 8	75 -			75 -		
" 23	488	Ed Rock	Transporting children No 8 to 7	10 -					10 -
" 24	489	Elena Plambeck	One mo Teaching No. 2	75 -			75 -		
" 24	490	Hazel Hansen	" " " " 5	70 -			70 -		
" 25	491	Marion Fellner	" " " " 3	75 -			75 -		
Page Footings				1575 00			1545 00		3
Brought Forward				6746 10	14538		3090 -	3175 549 -	6
Carried Forward				8221 10	14538		4635 -	3175 549 -	7



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Year Ending June 30, 19\_\_\_\_

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# WARRANT REGISTER

Form S2—State Superintendent of Public Instruction

Form 60-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA C40706

DATE 1938	Warrant No.	TO WHOM	FOR WHAT	TOTAL		General Control	GENERAL FUND		Aux
				General Fund	Schoolhouse Fund		Teachers' Salaries	Text Books	
1	2	3	4	5	6	7	8	9	11
July 1	492	Hugo W. Schneckloth	Salary as Secy & Supplies	121 38	✓				
" 1	493	Scott Farm Bureau Service Co	Oil No 1	53	✓				
" 1	494	C.C. Brown Secy	Tuition Liblaine Trsf.	81 -	✓				
" 1	495	Lloyd Bauatian	Supplies	1656	✓				
" 1	496	Central Tr & Sav. Bank	Check book	126	✓				
" 1	497	J.E. Baumgartner Secy	Tuition City of Des.	940 50	✓				
" 1	498	V.A. Eckermann	Cleaning No 2	1930	✓				
" 1	499	Walter Koch	Supplies No. 3	245	✓				
" 1	500	Celia L. Schneckloth	Records	316	✓				
" 1	501	Merchants Bonding Co.	Secy & Treas. Bonds	11 50	✓				
" 1	502	Iowa Electric Co	Electric Stove No 4	20 -	✓				
" 8	503	D.J. Clapp Secy	Tuition Wanda Glunz	45 00	✓				
" 8	504	Roger van Evers Adm.	Water rent No 1	10	✓				
Aug 5	505	Henry G. Koch	Painting No. 2-3-4-6-7	75 -	✓				
" 29	506	Chas. Mackels Sons	Paint	4484	✓				
" 29	507	Eedridge Cook Co	87740 lbs coal @ 9 20	411 67	✓				
" 31	508	Gordon Van Tine Co.	Screens No 4	20 31	✓				
Sept 6	509	Henry G Koch	Painting No 2-3-4-5	80 -	✓				
" 16	510	Mrs Leonard Schaff	Cleaning Grds. No 7	24 30	✓				
" 16	511	Albert Schneckloth	" " " 4	12 42	✓				
" 16	512	Mrs. Ferd Jugenheimer	" " " 3	14 04	✓				
" 16	513	Fred Jugenheimer & Victor Koch	" " " 3	13 60	✓				
" 16	514	Scott Farm Bureau Service Co	Paint No 3 & 4	38 81	✓				
" 16	515	Janet Zabel	Cleaning No 4	8 00	✓				
" 16	516	Trish Zabel	" No 4	3 60	✓				
" 20	517	Orey H. Goetsch	Labor No 5	7 50	✓				
Page Footings				2026 73					
Brought Forward									
Carried Forward									



# WARRANT REGISTER

Year Ending June 30, 19\_\_

Supplies 10	GENERAL FUND									SCHOOL HOUSE FUND				Transfer to General Fund 25	
	AUXILIARY AGENCIES			Co-ordinate	Operation	Maintenance	Fixed	Capital	Debt	Transfer to	CAPITAL OUTLAY		DEBT SERVICE		
	Transporta- tion 11	Tuition 12	Other Items 13	Activities 14	of Plant 15	of Plant 16	Charges 17	Outlay 18	Service 19	Schoolhouse Fund 20	New Buildings and Sites 21	Other Capital Outlay 22	Bonds 23		Interest 24
138 53			120-												
1656 126		81-													
245 316		940 50					1930								
				1150 20-			Standardized								
		4500			10- 7500 4484										
1167					2031		Standardized								
						80- 2430 1242 1404 1360 3881 800 360 750									
701		106650	120-	3150	15015	22157									

**INSURANCE**

# FONDS

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PERGAMON



# WARRANT REGISTER

Form S2—State Superintendent of Public Instruction

Form 60-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA C40706

DATE	Warrant No.	TO WHOM	FOR WHAT	TOTAL		GENERAL FUND			
				General Fund	Schoolhouse Fund	General Control	Teachers' Salaries	Text Books	Supplies
1	2	3	4	5	6	7	8	9	10
Sept 21	518	Chas F. Schnack	Ceiling & Material No 5	67 74	✓				
" 26	519	Janet Zabel	Ironing curtains No 4	1 50	✓				
" 26	520	Eastern Iowa Light & Power Co	Hook up No 3	10 -	✓				
" 26	521	Gordon Van Tine Co	Door & Lock No 6	14 16	✓				
" 26	522	American Book Co	Text books	32 85	✓				32 85
" 26	523	Ros Peterson & Co	" "	13 23	✓				13 23
" 30	524	Irma Plambeck	One mo teaching # 1	75 -			75 -		
" 30	525	Dorothy Jugenheimer	" " # 2	70 -			70 -		
" 30	526	Janet Zabel	" " # 4	75 -			75 -		
" 30	527	Harold J. Hansen	" " # 5	75 -			75 -		
" 30	528	Ellis L. Schneklach	" " # 6	75 -			75 -		
" 30	529	Dehla Schlotfeldt	" " # 7	75 -			75 -		
" 30	530	Ed Rock	Transporting children No 7	10 -					
" 28	531	Lyons & Carnahan	Text books	13 32	✓				13 32
Oct 11	532	Webster Publishing Co	" "	14 27	✓				14 27
" 11	533	A. Flanagan Co	School supplies	25 91	✓				25 91
" 11	534	Sears & Roebuck & Co	Kindergarten supplies	6 57	✓				6 57
" 11	535	Schmidt Music Co	Phonograph records	1 59	✓				1 59
" 17	536	Eina Schultz	One mo. teaching No 1	75 -			75 -		
" 28	537	Eina Schultz	" " No 1	75 -			75 -		
" 28	538	Irma Plambeck	" " No 2	75 -			75 -		
" 28	539	Dorothy Jugenheimer	" " No 3	70 -			70 -		
" 28	540	Janet Zabel	" " No 4	75 -			75 -		
" 28	541	Harold J. Hansen	" " No 5	75 -			75 -		
" 28	542	Ellis L. Schneklach	" " No 6	75 -			75 -		
" 28	543	Dehla Schlotfeldt	" " No 7	87 50			87 50		
" 29	544	Ed Rock	Transporting children No 7	10 -					
Page Footings				1273 64					
Brought Forward									
Carried Forward									
							1052 50	7367	3407



# WARRANT REGISTER

Year Ending June 30, 19\_\_\_\_

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INSURANCE

FORMS

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# WARRANT REGISTER

Form S2—State Superintendent of Public Instruction

Form 60-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA C40706

DATE	Warrant No.	TO WHOM	FOR WHAT	TOTAL		GENERAL FUND			Transportation
				General Fund	Schoolhouse Fund	General Control	Teachers' Salaries	Text Books	
1938	2	3	4	5	6	7	8	9	10
Nov 1	545	Iowa Electric Co	Electric current No. 7	1530	✓				
" 25	546	Ema Schultz	One mo teaching No. 1	75-			75-		
" 25	547	Iema Plankbush	" " " No. 2	75-			75-		
" 25	548	Dorothy Jegenheimer	" " " " 3	70-			70-		
" 25	549	Janet Gabel	" " " " 4	75-			75-		
" 25	550	Hazel Hansen	" " " " 5	75-			75-		
" 25	551	Celia L. Schneekloth	" " " " 6	75-			75-		
" 25	552	Dehla Schlotfeldt	" " " " 7	8750			8750		
" 25	553	Ed Tork	Transportation No 8 to 7	10-					
Dec 5	554	Lloyd Baustian	Supplies dest copies etc	5780	✓				5780
" 5	555	Mrs C.E. Kramer	Paint Supplies etc No 5	3263	✓				
" 5	556	American Mut. F. & I. Ins Co	Guarantee fund add. ins.	37 00	✓				
" 5	557	V. A. Eckermann	Cleaning grounds & supplies	2524	✓				
" 5	558	Joe H. Wiese Co	Furnace repairs No 5	10997	✓				
" 5	559	Scott Farm Bureau Service Co	Paint & Floor oil	1112	✓				
" 5	560	Harold Eckermann	Cleaning gds & supplies No 1	2606	✓				
" 5	561	J. C. Penny Co	Curtain material No 7	476	✓				
" 5	562	Christian Elwoldt	Hanging doors No 6	300	✓				
" 5	563	C. Jansen	Clock repairs No 7	150	✓				
" 23	564	Ema Schultz	One mo. teaching No 1	75 00			75 00		
" 23	565	Iema Plankbush	" " " " 1	75 00			75 00		
" 23	566	Dorothy Jegenheimer	" " " " 3	70 00			70 00		
" 23	567	Janet Gabel	" " " " 4	75 00			75 00		
" 23	568	Hazel Hansen	" " " " 5	75 00			75 00		
" 23	569	Celia L. Schneekloth	" " " " 6	75 00			75 00		
" 23	570	Dehla Schlotfeldt	" " " " 7	8750			8750		
" 23	571	Ed Tork	Transportation No 8 to 7	10-					
Page Footings				140938			1065-		5780
Brought Forward									
Carried Forward									



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Year Ending June 30, 19\_\_

AUXILIARY AGENCIES			GENERAL FUND							SCHOOL HOUSE FUND				Transfer to General Fund
Transportation 11	Tuition 12	Other Items 13	Co-ordinate Activities 14	Operation of Plant 15	Maintenance of Plant 16	Fixed Charges 17	Capital Outlay 18	Debt Service 19	Transfer to Schoolhouse Fund 20	CAPITAL OUTLAY		DEBT SERVICE		
										New Buildings and Sites 21	Other Capital Outlay 22	Bonds 23	Interest 24	25
				1530										

INSURANCE

BONDS

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# WARRANT REGISTER

Form S2—State Superintendent of Public Instruction

Form 60-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA C40706

DATE 1939	Warrant No.	TO WHOM	FOR WHAT	TOTAL		General Control	GENERAL FUND		Supplies	Transportation
				General Fund	Schoolhouse Fund		Teachers' Salaries	Text Books		
1	2	3	4	5	6	7	8	9	10	11
Jan 7	572	Eastern Iowa Light & Power Co	Electric current No 3	306	✓					
" 14	573	Iowa Electric Co	Light hook up No 6	51.00	✓					
" 16	574	Chas F Schnack	Labor Aug 38 Dist No 5	28.40	✓					
" 23	575	Beas Toebuck & Co	Wiring etc Dist No 6	87.05	✓					
" 23	576	C.D. & M RTR Co	Electric current in adv. #2	15.30	✓					
" 23	577	Toger Van Kera Adm.	Water rent 1 yr No. 1	10 -	✓					
" 23	578	Gunn & Co	Books No 7 Standardized	85	✓				85	
" 27	579	Erna Schultz	One mo. teaching No 1	75 -			75 -			
" 27	580	Irma Plambeck	" " " No 2	75 -			75 -			
" 27	581	Dorothy Jugenheimer	" " " " 3	70 -			70 -			
" 27	582	Janet Gabel	" " " " 4	75 -			75 -			
" 27	583	Hazel G. Hansen	" " " " 5	75			75 -			
" 27	584	Celia P. Schneckoik	One mo teaching etc. # 6	78.66			75 -			366
" 27	585	Dahla Schlotfeldt	" " " " No 7	87.50			87.50			
" 27	586	Ed T Rock	Transporting children " 867	10 -						
" 28	587	Iowa Electric Co	Electric current No 4	15.30	✓					
Febr 11	588	Eastern Iowa Light & Power Co	" " " " 3	153	✓					
" 24	589	Erna Schultz	One mo teaching " 1	75 -			75 -			
" 24	590	Irma Plambeck	" " " " 2	75 -			75 -			
" 24	591	Dorothy Jugenheimer	" " " " 3	70 -			70 -			
" 24	592	Janet Gabel	" " " " 4	75 -			75 -			
" 24	593	Hazel G. Hansen	" " " " 5	75 -			75 -			
" 24	594	Celia P. Schneckoik	" " " " 6	75 -			75 -			
" 24	595	Dahla Schlotfeldt	" " " " 7	87.50			87.50			
" 24	596	Ed T Rock	Transporting children 867	10 -						
" 24	597	Iowa Electric Co	Bal of bill 1/28/39 order No 587	872	✓					
Mar 9	598	Eastern Iowa Power & Light Co	Electric current No 3	153	✓					
Page Footings				1311.40			1065 -		85	366
Brought Forward										
Carried Forward										



# WARRANT REGISTER

Year Ending June 30, 19\_\_\_\_

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# WARRANT REGISTER

Form S2—State Superintendent of Public Instruction

Form 60-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA C40706

1939 DATE	Warrant No.	TO WHOM	FOR WHAT	TOTAL		General Control	GENERAL FUND		Supp tion 11
				General Fund	Schoolhouse Fund		Teachers' Salaries	Text Books	
1	2	3	4	5	6	7	8	9	
Mar 20	599	Grover Zabel	Repairs etc No 8	1122	✓				
" 20	600	Dorothy Jugenheimer	Clock " 3	275	✓				
" 20	601	Lloyd Baustian	Supplies " 4	343	✓				
" 20	602	Eldridge Coal Co	Coal & Cement " 2	2989	✓				
" 20	603	Jas McVicar Co	Grates No 4 Paint " 5	1216	✓				
" 20	604	American Mut Fire & Tornado Ins Co	1003 Assessment	4440	✓				
" 20	605	Iowa Electric Co	Electric current No 6	255	✓				
" 20	606	C.C. Brown Decy	High School tuition at Le Claire	12150	✓				
" 20	607	J.E. Baumgartner Decy	" " " at Davenport	1044	✓				
" 20	608	Mrs C.C. Krambeck	Bal due No 5	45	✓				
" 20	609	Hugo W. Schneckloth	C.O.D. State Bar No. 6	415	✓				
" 24	610	Elena Schulz	One mo teaching " 1	7500			7500		
" 24	611	Jenna Plambeck	" " " " 2	7500			7500		
" 24	612	Dorothy Jugenheimer	" " " " 3	70-			70-		
" 24	613	Janet Zabel	" " " " 4	75-			75-		
" 24	614	Hazel E. Hansen	" " " " 5	75-			75-		
" 24	615	Celia L. Schneckloth	" " " " 6	75-			75-		
" 24	616	Dahlg Schlotfeldt	" " " " 7	8750			8750		
" 24	617	Ed Rock	Transporting children No 8 to 7	10-					
Apr 11	618	Eastern Iowa Power & Light Co	Electric current No 3	153	✓				
" 21	619	Elena Schulz	One mo. teaching No. 1	7500			7500		
" 21	620	Jenna Plambeck	" " " " No. 2	7500			7500		
" 21	621	Dorothy Jugenheimer	" " " " No 3	70-			70-		
" 21	622	Janet Zabel	" " " " 4	75-			75-		
" 21	623	Hazel Hansen	" " " " 5	75-			75-		
" 21	624	Celia L. Schneckloth	" " " " 6	75-			75-		
Page Footings				226652			97750		343
Brought Forward									
Carried Forward									



# WARRANT REGISTER

Year Ending June 30, 19\_\_

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# WARRANT REGISTER

Form S2—State Superintendent of Public Instruction  
Form 60-11 (2) MATT PARROTT & SONS CO., WATERLOO, IOWA C40706

For For	DATE	Warrant No.	TO WHOM	FOR WHAT	TOTAL		General Control	GENERAL FUND	
					General Fund	Schoolhouse Fund		Teachers' Salaries	INSTRUCTION Text Books
1	1939	2	3	4	5	6	7	8	9
	Apr. 21	625	Dehla Schlotfeldt	One mo. teaching No. 6	8750			8750	
Ma	" 21	626	Ed Rock	Transporting children No. 7	10 -				
"	" 21	627	Eedridge Drug Co	Red Cross Supplies	92 ✓				
"	" 21	628	Iowa Electric Co	Electric current No. 6	255 ✓				
"	" 21	629	Zacklers	One flag No. 7	230 ✓				
"	" 29	630	Gordon Sp. Time Co	Screens etc No. 2	1592 ✓				
May	17	631	Albert Schneckloth	36 chairs " 4	3562 ✓				
"	" 19	632	Eva Schults	One mo. teaching " 1	75 -			75 -	
"	" 22	633	Janet Zahell	" " " " 4	75 -			75 -	
"	" 22	634	Eastern Iowa L. & P. Co.	Electric current " 3	153 ✓				
"	" 22	635	Peoples Light Co.	" " " " 1	256 ✓				
"	" 22	636	Iowa Electric Co	" " " " 6	255 ✓				
"	" 22	637	Celia L. Schneckloth	One mo. teaching " 6	75 -			75 -	
"	" 23	638	Dorothy Jegenheimer	" " " " 3	70 -			70 -	
"	" 25	639	Dehla Schlotfeldt	" " " " 7	8750			8750	
"	" 25	640	Ed Rock	Transporting children No. 7	10 -				
"	" 26	641	Hazel J. Hansen	One mo. teaching " 5	75 -			75 -	
June	" 6	642	Lena Plambeck	" " " " 2	75 -			75 -	
"	" 12	643	Eastern Iowa P. & P. Co.	Electric current " 3	153 ✓				
June	" 20	644	Carl Kirkrow & Sons	5 gal ice cream & spoons No. 7	520 ✓				

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# WARRANT REGISTER

Year Ending June 30, 19\_\_\_\_

[illegible]



# INSURANCE RECORD

Form 83—State Superintendent of Public Instruction

Form 60-11 (3) —NAT. PARSONS & SONS CO., WATERLOO, IOWA C40706

OBJECT INSURED	COVERAGE	COMPANY	COMPANY'S AGENT
1	2	3	4
School house	Building <sup>Dist</sup> No 1	American Mut Fire & Tornado Ins. Assn	Wm Kreiter
" "	" Dist No 2	"	"
" "	" " 3	"	"
" "	" " 4	"	"
" "	" " 5	"	"
" "	" " 6	"	"
" "	" " 7	"	"
" "	" " 8	"	"

Policy  
Number

5

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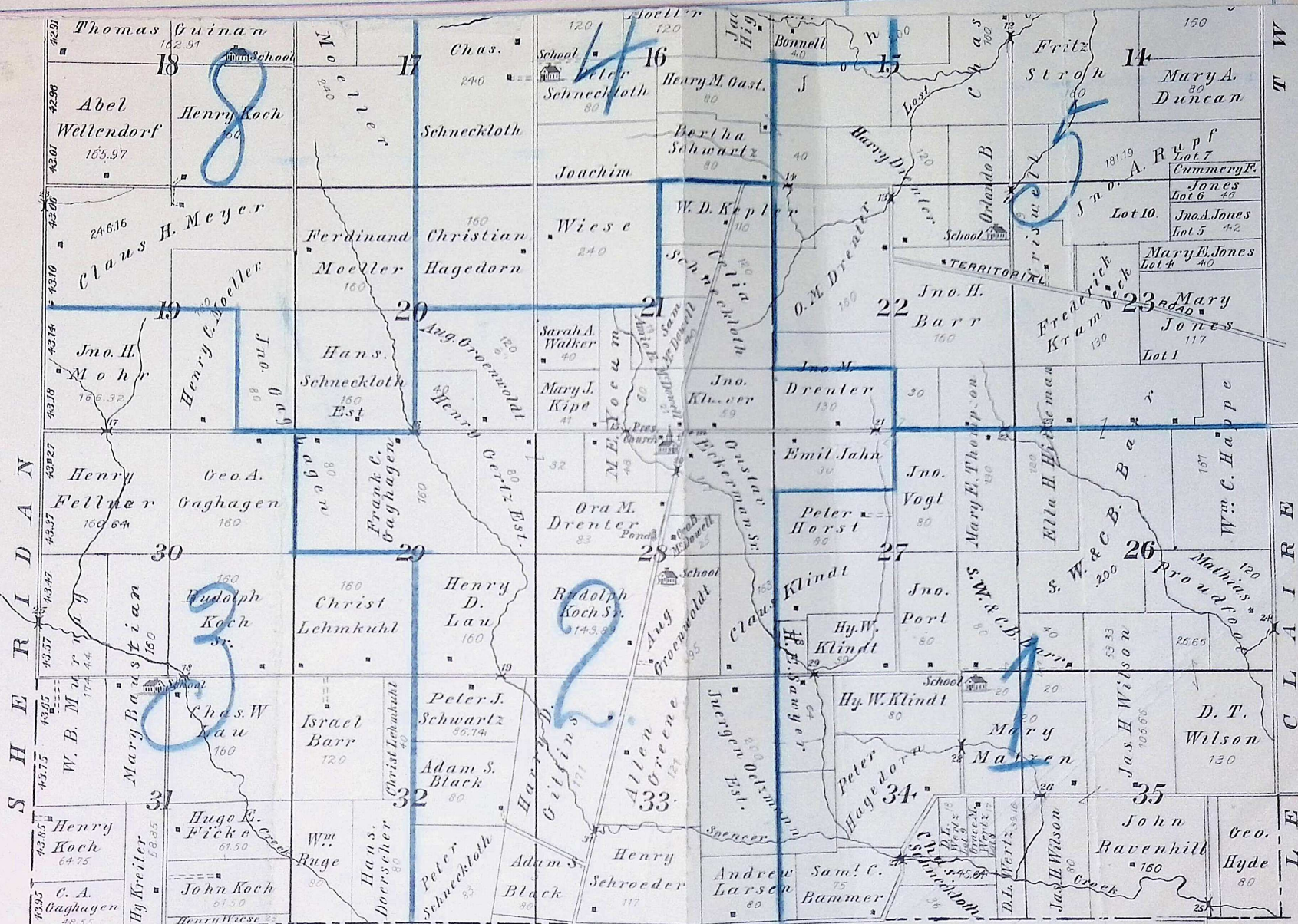


## INSURANCE RECORD

[illegible]



## INSURANCE RECORD



Approved July 1<sup>st</sup> 1918



INSURANCE RECORD

School Boundaries

Approved July 1<sup>st</sup> 1918

BONDS

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REPORT







## SECRETARY'S ANNUAL REPORT

to the

### COUNTY SUPERINTENDENT OF SCHOOLS

For the year beginning July 1, 1936, and ending June 30, 1937

Name of district Lincoln Twp. School Dist.  
Township of Lincoln County of Scott

Two copies of this report are to be filled out by the secretary and presented to the school board for approval at its meeting July 1, and one copy filed with the county superintendent within ten days thereafter.

If the district has territory in more than one county it is considered to belong, as a school organization, to the county in which the buildings are located, and this report in such case should be sent to the county superintendent of that county only.

Filed in my office this ..... day of ....., 1937.

.....  
County Superintendent



1. Underscore the type of your school organization: city, town, village, consolidated, rural independent, school township. If a school township, how many sub-districts? 8

2. Number of members on complete school board 9

3. Number of counties in which the corporation has territory 1

4. Number of pupils between 7 and 16 enrolled in:

(a) Public school—Boys 58 Girls 55 Total 113

(b) Private school—Boys 4 Girls 4 Total 8

Note: Section 4412 requires private schools to furnish the secretary with the above information.

5. Number of pupils promoted from the eighth grade (public school only)—

Boys 5 Girls 7 Total 12

6. Total enrollment in public day school by grades:

Kindergarten . . .	<u>✓</u>	Fifth grade . . .	<u>10</u>
First grade . . .	<u>18</u>	Sixth grade . . .	<u>16</u>
Second grade . . .	<u>11</u>	Seventh grade . . .	<u>15</u>
Third grade . . .	<u>18</u>	Eighth grade . . .	<u>13</u>
Fourth grade . . .	<u>12</u>	Total enrollment . . .	<u>113</u>

7. Total average daily attendance, kindergarten to eighth grade inclusive. (See note 2.) 91.5

8. Of the total enrollment in your school as reported in item 7, how many were previously enrolled in other public schools in Iowa during the same school year? 17

9. Number of months in complete school year 9

10. Number of days school was actually in session 175

(Do not count days school was dismissed on account of institute, holidays, or for other reasons)

# 11. ENROLLMENT AND ATTENDANCE BY TYPE OF SCHOOL ORGANIZATION

Type of School Organization	Number of Schools (Note 1)	Enrollment			Aggregate attendance in days—i.e., total attendance in days of ALL pupils enrolled during entire school year	Average Daily Attendance (Note 2)
		Boys	Girls	Total		
Kindergarten						
One-room elementary	<u>7</u>	<u>58</u>	<u>55</u>	<u>113</u>		
Two or more room elementary						
Total				†		
Adult education classes (See Note 3)						††

† The entry in this space should equal the total as found in item 6.

†† The entry in this space should equal the entry in item 7.

Note 1: A school, for reporting purposes, is defined as a one-room school employing only one teacher, or a school of two or more rooms usually housed in the same building, and having a principal in charge. The number of kindergarten schools will be the same as the number of buildings which maintain kindergarten departments. In buildings having more than one teacher, each room used should not be considered a school for the purposes of this report.

Note 2: To find average daily attendance divide the aggregate attendance for the year by the number of days school was actually in session. Where kindergartens are limited to half-days, count each half-day of attendance as a full day. Carry out to nearest tenth.

Note 3: All types of classes for adults which are sponsored by the district should be reported here, including those financed in part by vocational education (Smith-Hughes) funds, by emergency education funds, by local funds, or under any other plan.

12. Number of non-resident pupils enrolled in your school from whom or for whom your district receives tuition 5



13. Number of resident pupils attending school outside your district at the tuition expense of your district.....27
14. Number of pupils for whom your district provided transportation.....3
15. Number of bus routes: Horse-drawn.....0 Motor.....1
16. Number of teaching positions: Men.....1 Women.....1 Total.....2
- Note: This is the number of teaching positions making up the organization of the school or the number of persons that would be required to fill all teaching positions in the schools of a school system at one and the same time, including teachers, principals, instructional supervisors, superintendent, and other professional employees. This total is usually less than the number of different persons employed during the year. In case a position has been held part of the year by a man and part of the year by a woman, count the one by whom the position was filled the greater part of the year.
17. Number of different individuals employed as teachers: Men.....1 Women.....8 Total.....9
18. Area of district in square miles (use decimals).....30
19. School buildings: Number.....8 Value (express in dollars only).....15000
- Note: The present value of school property is likely to be a mere guess, since, if such property were sold for commercial use, it might bring considerably more or less than its present value for school purposes. The original cost, however, does not take depreciation into account, but in many instances this factor is offset by appreciation, or increased value in school lots or even in school buildings. To secure accurately the values of depreciation and appreciation is practically impossible and is not contemplated in this section of the schedule. (From Circular No. 10, Office of Education, Washington, D. C.)
20. Are free textbooks furnished, as provided for in Section 4464?.....No
21. Levy in dollars for the school year 1936-37; Schoolhouse Fund \$.....None General Fund \$.....7000.00
22. Amount of your outstanding bonded indebtedness June 30, 1937 \$.....None
23. Balance on hand June 30, 1937, according to the secretary's record \$.....10,327.2
24. Balance on hand June 30, 1937, according to the treasurer's record \$.....
25. Amount of unpaid warrants June 30, 1937 \$.....None
- This refers to warrants which have been issued by the secretary but have not been paid by the treasurer. (Treasurer's balance less unpaid warrants should equal secretary's balance.)

### NOTES ON FINANCIAL STATEMENT

(See next page)

1. This financial statement is to be taken from the secretary's records. It should include all warrants issued by the secretary, regardless of whether they have been paid by the treasurer.
2. Balances on hand July 1, 1936, should be taken from the secretary's records for the previous year, and should also agree with the balances on hand as found in the report of the state examiners for the year ending June 30, 1936. Amounts restricted in closed banks as well as active funds are to be considered as a part of balances on hand.
3. Balances on hand June 30, 1937, according to the secretary's books, plus unpaid warrants should equal treasurer's balances at the same date.



## FINANCIAL STATEMENT

For the Fiscal Year Beginning July 1, 1936, and Ending June 30, 1937

## SCHOOLHOUSE FUND

RECEIPTS	EXPENDITURES
1. Balance on hand July 1, 1936 . . . . . 1075.87	5. Capital outlay
2. Revenue receipts from	a. New buildings and sites . . . . .
a. Tax for bonds and interest . . . . . 64.89	b. Other capital outlay . . . . .
b. Other taxes . . . . . 2.4	6. Debt service
3. Non-revenue receipts from	a. Principal of bonds . . . . .
a. Sale of bonds (original issue) . . . . .	b. Interest on bonds . . . . .
b. Sale of refunding bonds . . . . .	7. Transferred to general fund . . . . .
c. Other sources . . . . .	8. Total schoolhouse fund expenditures . . . . . 215.18
4. Total schoolhouse fund receipts . . . . . \$ 1141.00	9. Balance on hand June 30, 1937 . . . . . 925.82

GENERAL FUND *Total on hand 1141.00*

RECEIPTS	EXPENDITURES
10. Balance on hand July 1, 1936 . . . . . 8774.65	14. General control . . . . . 109.10
11. Revenue receipts from	15. Instruction
a. District tax . . . . . 7439.97	a. Teachers' salaries . . . . . 4349.00
b. Appropriations	b. Other instruction costs (textbooks and supplies) . . . . . 64.27
(1) Semi-annual apportionment . . . . . 243.35	16. Auxiliary agencies
(2) State and federal aid . . . . . 90.38	a. Transportation of pupils . . . . . 90.00
c. Tuition collected . . . . . 66.20	b. Tuition . . . . . 1826.00
d. Other revenue sources . . . . . 1.94	c. Other auxiliary agency costs . . . . .
12. Non-revenue receipts from	17. Coordinate activities . . . . . 106.19
a. Sale of materials . . . . .	18. Operation of plant . . . . . 769.16
b. Other non-revenue sources . . . . .	19. Maintenance . . . . . 707.29
	20. Fixed charges . . . . . 33.30
	21. Capital outlay <i>Amplifier</i> . . . . . 16.40
	22. Debt service . . . . .
	23. Transferred to schoolhouse fund . . . . .
	24. Total general fund expenditures . . . . . 8080.71
13. Total General fund receipts . . . . . 16596.49	25. Balance on hand June 30, 1937 . . . . . 8515.78

Approved by Board *July 1*, 1937.*Walter Koch*  
President of Board

P. O. Address . . . . .

*Item 25 includes 672.76 re structured July 1st 37*

I hereby certify that the foregoing report is correct to the best of my knowledge and belief.

*Hugo W. Schuckler* Secretary  
*R. H. Eddings* P. O. Address  
July *1*, 1937.



